

LINCOLN BOARD OF SELECTMEN
MEETING MINUTES
OCTOBER 5, 2015
LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

Present: O.J. Robinson, Patricia McTeague, and Jayne Ludwig.

Staff Present: Fire Chief Ron Beard, Police Chief Ted Smith, and Recording Secretary Brook Rose.

Public Present: Roger Harrington, Paul Beaudin, Tammy Dutilly, Tamra Ham, David Beaudin, and Mary Conn.

I. CALL TO ORDER

O.J. Robinson called the meeting to order at 5:30pm.

II. REVIEW OF MEETING MINUTES

MOTION: “To approve the minutes of the September 28, 2015 Board of Selectmen’s meeting as presented.”

Motion: McTeague Second: Ludwig Motion carries.

MOTION: “To approve the non-public meeting minutes of the September 28, 2015 Board of Selectmen’s meeting as presented.”

Motion: Ludwig Second: McTeague Motion carries

III. OLD/NEW BUSINESS

Town Manager’s Report

Retirement Announcements

Town Manager Burbank informed the Board that he received letters from both Public Works Director Bill Willey and Town Clerk Susan Whitman announcing their plans to retire as of December 31, 2015. Bill Willey will continue to work part time through September 2016.

Town staff will advertise these two full time positions effective immediately. Mr. Burbank stated that ideally these positions will be filled in November so that there can be some overlapping time to train the new personnel. The Board of Selectmen will have to appoint someone to serve in the position of Town Clerk from January 1-March 2015 at which time a Town Clerk will be elected. Details of filling both positions were discussed.

Pines at Forest Ridge Drainage Update

Ray Korber, Bill Willey, and Butch Burbank conducted a site visit today to assess the drainage situation at The Pines at Forest Ridge. Town Manager Burbank informed the Board that the Town will not be issuing any more land use permits until Ray Korber's list of deficiencies has been addressed and corrected to the Town's satisfaction. Butch stated that one example of the deficiencies is that on the engineer's plans for the development there are three retaining ponds however only two retaining ponds were constructed. The Town has requested \$5,000 from the developer for a third party review. Current construction has also been put to a stop. Town Manager Burbank will continue to work with the developer and the homeowners associations in Forest Ridge to help bring them into compliance.

Sewer Re-Alignment Project

The project is nearly complete and should be done by the end of this week.

Waste Management Contract

The Woodstock Board of Selectmen will be reviewing and signing the contract with Waste Management at their meeting this week.

Town Land Follow Up

No trespassing signs have been installed on the Town's property (old airport) for insurance purposes. Residents are still able to access this property at their own risk. Public Works Director Willey advised that the Town needs this area for storage. Mr. Burbank is working to getting rid of the old corrugated pipe that has been there since the 90's. Jayne Ludwig questioned whether there was another area in the Town's industrial park that the Town could use for storage. Mr. Burbank plans to continue to utilize the Town's property as it is now but will fence off a piece of it so it cannot be seen or accessed by the public. Mr. Burbank also plans to relocate the DART landing zone to this piece of property. The Board would like this property cleaned up so that the public is able to use the majority of this field for recreating. Chief Beard stated that he did go over to the site and did clean up the little bit of broken glass and wood pieces that he could find. Tammy Dutilly suggested that the fenced in storage area on the Town property be located to the back side of the field by the pine trees and tennis court so it cannot be seen by homeowners, DART or the interstate. Jayne questioned whether there was any other town property that could be used. Paul Beaudin suggested the Town relocate the storage area over to the Solid Waste Facility as there is plenty of room there for storage. The Board thought this was a good idea and will consider that. Tamra Ham informed the Board that the price of metal is extremely low right now so it would be better to give away the corrugated pipes. Mr. Burbank will check with local non-profits to see if anyone could use the pipes.

Loon Pond Dam

Last Friday Mr. Burbank walked the Loon Pond Dam area with twelve U.S. Forest Service representatives including biologists, engineers, and district representatives. An employee from Loon Mountain Resort and the Town's engineers were also present. The U.S. Forest Service made Mr. Burbank aware that at some point, the U.S. Fish and Wildlife Department would have to be brought on board with the project. At this point, the project is progressing and should be able to go out to bid next year.

Town Water System Assessment

It has been ten years since the last water system survey was done. Mr. Burbank recommended to the Board that the Town conduct another assessment of the Town's water system. Given what the Town is running into at The Landing as well as the extensive new development, it would be prudent to ensure that the Town knows the capabilities of the water system to ensure proper planning.

Mr. Burbank stated that he procured an estimate of \$34,600 from Hoyle & Tanner to do the assessment. Funds are set aside in the water tap fees to pay for the assessment. Mr. Burbank would like to use Hoyle & Tanner as they did the last water study and are very familiar with the Town and the current system. This assessment will commence this fall.

Paul Beaudin stated that the Town should have all of the necessary information to do the study and thus should be able to put this project out to bid rather than just using Hoyle & Tanner. Also, he stated the Town could always buy water from Woodstock or look into a limited growth development plan.

USACE Letter of Deficiency

A letter from Dubois & King Engineering Firm on behalf of the Town has been sent to NHDES in response to their letter of deficiency.

North Country Council Transportation Meetings

The NCC is hosting a series of transportation planning meetings. The Board requested that Carole Bont attend one of the meetings if possible.

NH Municipal Association Recognition

The Board was pleased to note that the NHMA has recognized Bill Willey for his outstanding work at the Town of Lincoln in their most recent Town and City publication.

NH Association of Conservation Commissions

The Board received a letter from the NH Association of Conservation Commission. The Commission offered to act as the Town's Conservation Commission if the Town so chooses for a cost of \$250 annually. The Board took no action at this time.

Riverfront Park Planning Committee

Seventeen individuals have expressed their interest in serving on the Town's Riverfront Park Planning Committee. Jayne Ludwig stated that she is adamant that the persons selected to serve on the committee be Lincoln residents. Mr. Burbank would like the Board to clarify their intentions because the Recreation Department is a two town department. Jayne replied that Lincoln residents have a right to determine what is done with their land.

Tamra Ham stated that she has the opposite opinion of Ms. Ludwig. She stated that both towns are one community and that this is LinWood Recreation Department. The children that use it are from both towns and the tourists that use it will go to both towns. She disagrees that it's the exclusive decision of the Town of Lincoln voters. Planning on how the Recreation Department is going to use and run this park should be done by the people that are the Recreation Department. Further she stated that this

committee is only an advisory committee to the Board of Selectmen. They are not making concrete decisions that the Board won't have input on.

There was an extended discussion on this matter. O.J. stated that the land is the Town of Lincoln's and that it is the Board's job to put together a group that will do the best job of planning the park. He added that there were many people on the Town of Lincoln's 250th Anniversary Committee and those events were extremely successful. Many of the volunteers are integral members of the community though they are not residents. Paul Beaudin suggested that the committee be made up of residents but that those non-residents who volunteered and are very involved in the community, act in an advisory capacity to the committee.

O.J. Robinson read following list of volunteers:

Rick Kelley
Molly Mahar
Jayne O'Connor
Terry Ross
Roy Whitaker
Dennis Ducharme
Paul Beaudin
Kevin Bell
Carol Riley
Linda Bradshaw
Vicky Martin
Justin Chaffee
Tara Tower
Ted Smith
Jayne Ludwig
Jim Champagne
Tamra Ham
Alyssa Yolda

Chief Smith stated that he is not a resident of Lincoln and only signed up for the committee so that he would be sure to relay the needs of the Police Department to the committee. He stated that he does not have to be part of the committee as long as he can be assured that he will be able to give input to the committee.

Patricia McTeague stated that she is ok with Jayne's suggestions but wants to include all 17 volunteers in the planning process. It was noted that there are only six volunteers that are not Lincoln residents. O.J. added that there could be subcommittees formed as part of this committee. There was an extended discussion on the matter before the following motion was made.

**MOTION: "To appoint the following Lincoln residents to the Riverfront Park Planning Committee:
Rick Kelley
Molly Mahar
Terry Ross
Roy Whitaker
Dennis Ducharme
Paul Beaudin
Carol Riley**

Linda Bradshaw
Vicky Martin
Jayne Ludwig
Jim Champagne
Tamra Ham

Motion: McTeague Second: Ludwig All in favor.

Jayne will work on scheduling the first committee meeting and setting an agenda, meeting schedule, and possible subcommittees. The Board would like a report from the committee by the end of the year as well as a plan to present a concept at Town Meeting. A report from the committee should also be included in the Town's Annual Report. The Board would like the committee meeting minutes to be posted on the Town's website as well as distributed to all interested parties.

Public Participation

Roger Harrington

Mr. Harrington had some questions about the water discharge from Forest Ridge. Mr. Burbank updated Mr. Harrington on how the Town is working with the developer to bring the properties into compliance. The developer is not currently meeting the subdivision approval standards. These deficiencies have been reported to NHDES and the EPA. Mr. Burbank will provide Mr. Harrington with a copy of Ray Korber's report and list of deficiencies.

Mr. Harrington also expressed his concerns with the traffic situation during the homecoming events at the school this past weekend. He felt with the high volume of traffic, that it was very dangerous to drive out of the school parking lot. He would like to see an officer directing traffic. Chief Smith replied that he was unaware of any problems there this weekend and that Captain Burnham was at the event for the majority of the day. Tamra Ham added that the traffic situation was created by extenuating circumstances. Homecoming was pushed back two hours and was also scheduled for two weeks later than usual, thus, the traffic coming out of the school got caught up with foliage traffic coming off of the Kancamagus Highway.

Paul Beaudin

Paul Beaudin questioned why Ray Korber is not able to approach the two new individual lot owners (regarding the drainage issues at Forest Ridge) in the same manner as the homeowners associations and the developer. Mr. Burbank replied that a third party review is not part of the permit process for individual homes. The Town had to pay engineer Ray Korber to go look at those properties today. Town Manager Burbank is working towards revising some of the Town's regulations to address some of these issues in Town. There was a brief discussion on the matter. The Board thanked Town Manager Burbank for the extensive amount of work he has put into this project.

Paul Beaudin went on to say that he believes the Board needs to make a traffic study a priority for the Town. With the extensive traffic from fall foliage, the ski season and the several large events throughout the year, the traffic is irritating residents and tourists alike. The traffic problem is here now and needs to be addressed.

The Board discussed some specific traffic issues including traffic review plans that will be required by the State NH Department of Transportation for the Riverwalk Project, ice castle, and the craft fair. The NHDOT has made it clear to the Town that they do not want traffic backed up on the interstate for

extended periods of time. Town Manager Burbank will be involving NHDOT in the planning process going forward.

Paul Beaudin stated that he cannot believe that the Town cannot make the ice castle business come before the Planning Board for site plan review. Especially as Clark’s and Whale’s Tale recently had to go to the Planning Board for improvements to their businesses. Paul encouraged the Board to stay actively involved in the planning process for these large events and not permit NHDOT to take over.

IV. NON PUBLIC SESSION Pursuant to RSA 91-A: 3II (a,d) personnel, real estate

MOTION: To go into Non-Public Work Session at 7:30pm.

Motion: McTeague Seconded: Ludwig Roll call vote all in favor.

MOTION: To go back into public session at 7:45pm.

Motion: Robinson Seconded: Ludwig Roll call vote all in favor.

V. ADJOURNMENT

After reviewing the weekly accounts payables, the Board made the following motion.

MOTION: “To adjourn.”

Motion: McTeague Second: Ludwig All in favor.

The meeting was adjourned at 7:55pm.

Respectfully Submitted,

Brook Rose

Approval Date 10/19/15

O.J. Robinson

Patricia McTeague

Jayne Ludwig