

## MEETING MINUTES

FEBRUARY 14, 2019 – 3:30PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

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**Select Board Present:** OJ Robinson.

**Staff Present:** Town Manager Burbank, Fire Chief Ron Beard, Water Plant Operator Dave Beaudin, and Public Works Director Nate Hadaway.

**Ad Hoc Members Present:** Joe Conn, Jay Scambio and Taylor Beaudin.

## I. CALL TO ORDER

OJ Robinson called the meeting to order at 3:30 p.m.

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## II. MINUTES OF THE PREVIOUS MEETING

**MOTION: “To approve the minutes of January 31, 2019.”**

**Motion:** Butch Burbank   **Second:** Ron Beard   **Motion carries**

**MOTION: “To approve the minutes of January 17, 2019.”**

**Motion:** Butch Burbank   **Second:** Ron Beard   **Motion carries with Jay Scambio abstaining as he was not present at that meeting.**

**MOTION: “To approve the minutes of January 3, 2019.”**

**Motion:** Butch Burbank   **Second:** Joe Conn   **Motion carries**

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## III. AD HOC WATER COMMITTEE DISCUSSION

Ron Beard explained that due to the recent Fire Flow Assessment and the requirements of the NFPA, the developer for the Hampton Inn will be required to provide onsite water for the sprinkler system and outside hose allowance. The developer for the Hampton Inn contacted the NH State Fire Marshal’s Office, and Chief Beard subsequently met with the Fire Marshal’s office to discuss these requirements. Per the state building code, the Hampton Inn building would be required to have 258,000 gallons of water onsite which will require a very large tank. The Fire Marshal’s office *does* support the Town adhering to the state code and requiring this amount of water for onsite storage, however, the applicant informed the town that he cannot fit this tank on the property.

Per the NFPA, the developers (for the two (2) hotels planning to construct in Lincoln and the Riverwalk expansion) will be required to install tanks and fire pumps to meet the standard for fire flow for each business. Ron explained that one possible alternative to this will be to put Crooked Mountain Road on the pump station at South Peak, and to install the 250,000-gallon tank that was previously approved by the Planning Board. This would create 661,000 gallons of the water required for fire flow availability within the main pressure zone.

Town Manager Burbank mentioned to the developer for the Hampton Inn that he may want to discuss this matter with the developers of South Peak. Further discussion ensued. In Butch’s opinion, the tank could possibly be installed fairly quickly if multiple parties collaborate. However, he added that it is not under the town’s purview to make that kind of a recommendation to private developers. Discussion

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regarding the specifics of the tanks ensued. OJ mentioned negotiating with South Peak to construct the tank in the near future, and perhaps even have the town take over the tank after its built.

*Chief Beard departed the meeting at this time for a fire alarm activation.*

#### **UPDATE ON WATER METERS**

Joe Conn stated that he could not believe the Board decided to take the water meters article off the warrant. OJ stated that the Budget Committee voted 9-1 against supporting this article.

#### **COMMITTEE RECOMMENDATIONS**

Town Manager Burbank would like to see the Committee recommend to the Select Board for 2020 that the Town install water meters and set a fee schedule with a flat rate for the first few years. Jay Scambio reiterated the fact that the Committee needs to determine exactly what these funds will be used for as there were many differing opinions amongst Committee members over the last few meetings. Scambio added that the town needs to make money to take care of the town's water; fix the water and improve the water. Something will also have to be done about the sewer lagoon. Funding for these projects must be determined.

There was further discussion about determining a rate schedule. Dave Beaudin stated that the Town of Woodstock charges \$105/24,000 gallons every six months and \$2 per thousand gallons over the 24,000 gallons. OJ added that he calculated, as an example, based on the 2018 budget (the water and sewer operating budgets and the water and sewer capital reserves) and divided by 3,500 meters (the number of taxable units that have water in them) and that amounts to \$309. This \$309 per meter would cover all the aforesaid costs and still cost taxpayers less than the national average cost of water. He proposed charging a flat rate of \$200 per standard meter and a higher flat rate for the larger meter that has an increased water intake. There was a discussion regarding the logistics on whether these funds would be included in the tax rate or not. The Committee also discussed putting the meter project out to bid. Nate Hadaway stated that he believes at least five (5) different vendors would bid on the project.

The following are recommendations of the Committee:

Water meters and a rate structure be presented in 2020;

A flat rate charge, and use the money with half of the funds going to water and sewer infrastructure (CIP), and the other half to be used as revenue to offset taxes;

Seeking possible grants for water meters or other improvements;

Seek advice from Big Water Associates (which is already underway); and,

Contact an engineering firm to determine and recommend the next step (possibly make recommendations to get the South Peak tank and system project done knowing that South Peak has agreed to pay the initial portion of that and determine whether the town wants to pay to enlarge the tank).

OJ will draft a formal document with the recommendations of the Committee to present to the Select Board.

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#### **IV. UPCOMING MEETING**

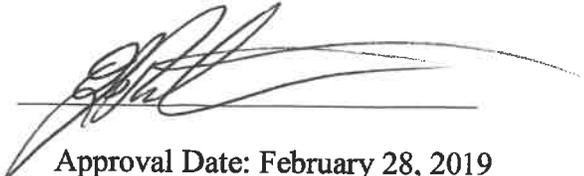
The next meeting will be held on February 28<sup>th</sup> at 3:30pm. The Committee will review the formal recommendations document prior to it being presented to the Select Board.

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**V.ADJOURNMENT**

The meeting adjourned at 5:11 p.m.

Respectfully Submitted,  
Brook Rose



Approval Date: February 28, 2019

