

**LINCOLN-WOODSTOCK JOINT  
BOARD OF SELECTMEN'S  
MEETING MINUTES  
MONDAY, MARCH 21, 2022 – 5:00PM  
LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH**

**APPROVED**

**Lincoln Board of Selectmen Present:** Chairman, OJ Robinson; Vice Chair, Tamra Ham and Selectman Jack Daly

**Woodstock Board of Selectmen Present:** Woodstock Selectmen, Gil Rand; Charyl Reardon, and Scott Rice

**Staff Present:** Town Manager, Carina Park; Executive Assistant, Jane Leslie, Police Chief, Chad Morris and Fire Chief Ron Beard

**Public Present via Zoom:** Recreation Director, Tara Tower, Paul Beaudin II, Michael Weden, Melissa Sabourn and David Beaudin,

**Public Present:** Linwood Ambulance Chief, Dave Tauber, Deputy Ambulance Chief, Jon Boufferd, Ken Chapman, Ivan & Paula Strickon, Debbie Celino, Jim Welsh, Jennifer Franz and Debbie Woodman

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**I. CALL TO ORDER – JOINT BOARD MEETING**

Chairman Robinson called the meeting to order at 5:02 pm.

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**II. LINWOOD AMBULANCE JOINT *DISCUSSION***

Linwood Ambulance Chief, Dave Tauber greeted the joint Board of Selectmen and explained to the Boards that Linwood Ambulance call volume has steadily increased year-after-year for the past four (4) years, and their 2021 call volume was up 15.8% over 2020. Chief Tauber explained how emergency medical services are typically reimbursed (if they are) and the various cost recovery systems at work, as well as non-billable costs incurred by Linwood Ambulance. Tauber provided examples of how inflation is impacting the ambulance service (price of gas, PPE etc.) and explained how this is all adding additional stresses to their jobs. Tauber also noted that when a full-time resident in our town(s) is in need of an ambulance and unable to pay their portion for the service after their insurance pays, they automatically write-off these charges.

Chief Tauber also explained that Linwood Ambulance is a volunteer service, and recruitment and retention remains one of their primary issues with volunteers earning approximately 43% less than the minimum wage. Linwood Ambulance will be starting an EMT course on April 5<sup>th</sup> and full-time Lincoln and Woodstock residents who wish to participate will be fully subsidized through the ambulance service (\$1200 course for free at the end of 2-years) and upon graduation from the course and becoming licensed (and agreeing to give a minimum of one (1) shift coverage per week for two (2) years) they will be fully reimbursed. Tauber noted that in spite of the many grants that Linwood Ambulance takes advantage of as a non-profit agency, the grants are restrictive in the sense that they cannot be utilized for wages/salary, which is why they depend on both Lincoln and Woodstock's annual appropriations.

Ken Chapman commented that another critical issue is that there is no employee housing in either town for people to live in if they wanted to move to the area to be on the department. Selectman Rand noted that AHEAD will be breaking ground (Phase 1) in Woodstock in the late spring/early summer to build affordable housing (20-22 units) which will hopefully help with this problem.

The Board(s) thanked Chief Tauber and Linwood Ambulance for all that they do for our community.

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### III. JOINT SHARED BUDGET DISCUSSION

#### Community Center

##### **Childcare Center:**

Chairman Robinson summarized a letter received from the Lin-Wood Childcare Center requesting that Lincoln and Woodstock waive their monthly rent (\$2,260.98) for the remainder of 2022 due to low enrollment numbers and a lack of employees. Selectman Ham explained that she is on the Childcare's Board of Directors and had recommended to the staff that they send this letter requesting the rental waiver so that both Boards could discuss this matter jointly. Ham further explained that the Childcare Center is licensed to hold 54 children which requires eight (8) staff members, however, there is not enough space to accommodate these numbers. The Childcare Center currently has 26 students who do not all attend 5-days per week (26 slots) and the issue and real demand appears to be in the infant/toddler rooms and the center's ongoing dilemma with *not* being able to hire more teachers. Ham also noted that when the Childcare Board met last week, they took steps to address some of their issues, and decided to raise the tuition significantly which will bring the Center to a "break even" point if they do *not* have to pay monthly rent (largest expense are staff wages). Ham encouraged the Childcare Center to also request health appropriations next year from each of the respected towns, similar to what the Grafton County Senior Citizens Council (GCSCC) does.

A discussion ensued concerning grant money, PPP Loans and ARPA funds that the Childcare Center received, as well as past fund-raising practices. Selectman Rand suggested the joint boards discuss this situation quarterly (when possible) versus making a final decision tonight that will affect the remainder of the year. Selectman Reardon added that in the interim they could reach out to the Rotary Club to see if they have any grant assistance that they may be willing to offer. Ham noted that the Childcare Center is an essential need for our community(s) and cannot survive without this requested rental forgiveness which will significantly affect both towns.

Chairman Robinson questioned the amount of rent revenue (\$20,348.82) reflected in the budget for rent for the leases at the Community Center (Childcare Center and GCSCC) and asked if this amount is equally divided between the GCSCC and the Childcare Center (\$10,174.41 each). Ham responded yes, and the revenue is shared between both towns, and noted that although the GCSCC pays their monthly rent, the town has a health appropriation that GCSCC receives which essentially creates a wash at the end of the year. Selectman Reardon remarked that the Town of Woodstock appropriates approximately \$5k.

##### **Revenue Recommendations**

Selectman Ham followed up on a discussion from the last joint Selectmen's meeting (1/19/22) where Recreation Director, Tara Tower was asked to take a look at revenues and make adjustments and/or recommendations, which she has done. Ham explained that Rec. Director Tower had met with Selectmen Ham and Reardon a week ago, and provided several recommendations as follows:

**Summer Camp Rates (Kanc Camp & Adventure Camp):** Recommending that the 2022 rates remain the same (may be adjusted for increased costs for field trips). Kanc Camp resident rate = \$274; non-resident rate = \$425. Adventure Camp resident rate = \$350; non-resident rate = \$500.

**Kanc Rec Ski Area 2022/2023:** Reintroducing day rates for residents at \$5; after school rates & evenings (3-5pm & 7-9pm) at \$3; Season passes (residents) = \$30 individual, \$75 family; and non-resident full-day rate = \$20, evening rates = \$15; non-resident Season passes = \$100 individual and \$250 family.

Selectman Ham noted that if non-resident's purchase their season pass prior to January 1<sup>st</sup>, they will receive 50% off. Ham explained that this is because there are families who grew up in Lincoln and skied the Kanc as children but no longer live in town, and they now like to bring their children to ski at the Kanc. Rates will also remain the same for the After School Program (ASP).

**MOTION: "To double the non-resident rates for the Kanc Ski Area and leave all other program rates as is; and re-establish the day rates contingent upon the status of the COVID pandemic."**

**Motion: Scott Rice**

**Second: Tamra Ham**

**All in favor (unanimous).**

The boards agreed to review the Solid Waste Facility rates at their next quarterly meeting.

**MOTION: "To adjourn the joint Board of Selectmen's meeting."**

**Motion: OJ Robinson**

**Second: Gil Rand**

**All in favor.**

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#### **IV. CALL TO ORDER – LINCOLN BOS MEETING**

Chairman Robinson called the Lincoln Board of Selectmen's meeting to order at 6:03 pm, and the following motion was made:

**MOTION: "To waive the rent for the remainder of the year for the Lincoln-Woodstock Community Childcare Center (Lincoln's portion of revenue)."**

**Motion: Tamra Ham**

**Second: OJ Robinson**

**All in favor (Unanimous)**

#### **Discussion:**

Selectman Daly commented that Woodstock Selectman, Gil Rand had suggested waiving rent on a quarterly basis to see if the Childcare Center is able to increase their revenues, and Lincoln should maybe do the same. After a brief discussion the previous motion was passed:

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#### **V. APPROVAL OF MEETING MINUTES FROM PREVIOUS MEETING** *(March 14, 2022)*

**MOTION: "To approve the BOS Meeting Minutes as amended."**

**Motion: OJ Robinson**

**Second: Tamra Ham**

**All in favor.**

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#### **VI. OLD/NEW BUSINESS**

##### **Town Manager's Report**

##### **Short-Term Rental (STR) Program:**

Carina provided an updated quote from Granicus to reflect current pricing. The price has gone up roughly \$3k (\$31k to \$34k) from the original quote submitted. Another company, GovOS will also be providing a quote, and will be presenting their STR Program to the BOS on Thursday, March 31<sup>st</sup> at 3:00pm.

##### **NHDOT Summer Paving Projects:**

The Town has received notice that NH-DOT will be paving portions of Route 112 this summer. The first 4-mile section will begin at Seasons Road heading easterly over the Kanc. The second 4-mile stretch will begin right before the bridge over Hancock Brook heading easterly to the Livermore/Lincoln town lines.

##### **Tax Rate/Budget Visuals:**

Carina provided the Board with several charts that she created utilizing the Tax Rate; 2022 Budget, and the Homeowner data (See attached).

## **OLD BUSINESS:**

### **Outdoor Dining:**

Follow-up letters were hand-delivered to all of the restaurants in Town that had previously utilized outdoor seating under the Governor's emergency orders (COVID related). Any restaurants wishing to continue with their outdoor dining this summer will have to go through the Planning Board's Site Plan Review process.

### **Meals and Room Tax:**

Carina has reached out to State Representative, Bonnie Ham to inform her that the Town of Lincoln is *opposed* to suspending the Meals and Room Tax, which is a measure that Governor Sununu is proposing.

### **DES Wastewater Treatment Plant Energy Improvement Grant:**

The Town of Lincoln received an Energy Improvement Grant from DES, and the Board made the following motion:

**MOTION: "To enter into an American Rescue Plan Act (ARPA) Fund Grant with NH-DES in the amount of \$215,000, and to appoint Town Manager, Carina Park as a point of contact and authorized signer on all documentation."**

**Motion: Tamra Ham**

**Second: Jack Daly**

**All in favor.**

### **West Street Road Repair Project Funding Options:**

DPW Director Hadaway and Carina will be meeting to discuss funding options for the remainder of the road repair project.

### **School District Meeting:**

Selectman Ham reminded everyone that the School's Annual District Meeting is scheduled for Thursday, March 24<sup>th</sup> at 7pm in the Middle/High School Gymnasium (voting is from 2pm-6pm in Middle/High School Multi-Purpose Room).

## **NEW BUSINESS:**

### **Public Participation:**

*There was no public participation.*

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## **VII. NON-PUBLIC Session Pursuant to RSA 91-A:3:(III) (c,e) Legal settlement agreement, personnel issue**

**MOTION: "To go into Non-public session pursuant to RSA 91-A:3 (III) (e)"**

**Motion: Tamra Ham**

**Second: Jack Daly**

**All in favor.**

**The BOS went into Non-public session at 6:20 p.m.**

**MOTION: "To re-enter public session."**

**Motion: Tamra Ham**

**Second: Jack Daly**

**All in favor.**

**The Board came back into public session at 6:56 p.m.**

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## VIII. ADJOURNMENT

With no further business to attend to, the Board made the following motion:

**MOTION: "To adjourn."**

**Motion: Tamra Ham**

**Second: Scott Rice**

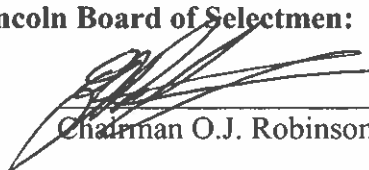
**All in favor.**

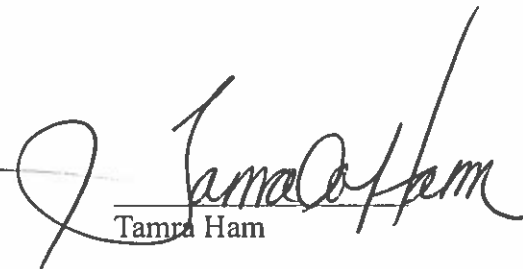
The meeting adjourned at 6:58 p.m.

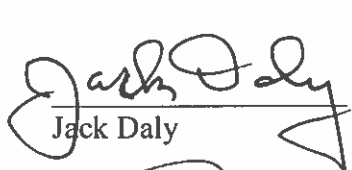
Respectfully Submitted,  
Jane Leslie

Approval Date: April 4, 2022

### Lincoln Board of Selectmen:

  
Chairman O.J. Robinson

  
Tamra Ham

  
Jack Daly

### Woodstock Board of Selectmen:

  
Gil Rand

  
Charyl Reardon

  
Scott Rice

