

LINCOLN BOARD OF SELECTMEN'S

APPROVED

MEETING MINUTES

MONDAY, AUGUST 28, 2023 – 5:30PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

(THE RECORDING OF THIS MEETING CAN BE FOUND ON YOUTUBE)

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

Staff Present: Town Manager, Carina Park

Excused: Executive Assistant, Jane Leslie

Public Present via Zoom: Mary Conn and Michael Weden

Public Present: David Berube, Nathan & Nina Haines and Wayne Baltzer

I. CALL TO ORDER

Chairman Robinson called the meeting to order at 5:35 p.m.

II. APPROVAL OF MEETING MINUTES FROM PREVIOUS MEETING

MOTION: "To approve the BOS meeting minutes of July 31, 2023 as amended."

Motion: Tamra Ham **Second:** Jack Daly **All in favor.**

MOTION: "To approve the Non-Public BOS meeting minutes of July 31, 2023 as presented."

Motion: Tamra Ham **Second:** Jack Daly **All in favor.**

MOTION: "To approve the BOS meeting minutes of August 14, 2023 as presented."

Motion: Jack Daly **Second:** Tamra Ham **All in favor.**

MOTION: "To approve the Non-Public BOS meeting minutes of August 14, 2023 as presented."

Motion: Tamra Ham **Second:** Jack Daly **All in favor.**

III. LONGFELLOW CONSTRUCTION – RAPIDS PROJECT *Discussion*

OJ explained that Longfellow Construction had attended a Planning Board meeting regarding another matter, and had briefly mentioned the Rapids Project. Longfellow requested a meeting with the Board of Selectmen to discuss their conceptual ideas, however, canceled tonight's discussion and requested a future date in September.

IV. LINCOLN INDUSTRIAL BUSINESS PARK *Deed Restrictions (Cont'd from 8/14/23)*

OJ summarized the previous Public Hearing held on August 14th to discuss revising the covenants and restrictions at the Industrial Business Park. The Board had *not* taken a final vote at that time because one of the Business Park owners (Sully & Sons LLC) was having their attorney review the proposed deed modifications, and their attorney was out of town for 2-weeks. At this time, the town has not heard back from Mr. Sullivan regarding his opinion on the proposed changes. Michael Donahue (owns 2 lots in the Business Park) was in favor of the Board's proposed changes. The Board agreed to wait until they hear back from Mr. Sullivan and to put this on the September 11th BOS agenda.

V. OLD/NEW BUSINESS

Town Manager Report:

South Peak Water Tank:

The Town was notified last week that the NEPA (National Environmental Policy Act) review process is complete and the US Forest Service (USFS) has given the project their final approval (formal paperwork to follow shortly). Weston & Sampson (W&S) are coordinating with the USFS on the next steps which include conducting a geotechnical

investigation utilizing the Planning Grant funds (this is necessary for the design of the tank foundation, and has a clear deliverable for DES that shows progress [geotechnical report]).

Short-Term Rental (STR) Update:

There are currently 415 registered STR's. 711 units have been identified; however, the total number includes: timeshares, cabin rentals and motels that utilize the STR platforms to advertise. OJ commented that during the last Planning Board meeting (8/23/23) there was a short-term rental discussion, and the Planning Board was looking at various ideas, proposals and concepts regarding changing the STR Ordinance. One of the proposed ordinance changes would further regulate STR's beyond the registration process, and *not* allow them in the General Residential (GR), Rural Residential (RR) and Village Residential (VR) zones, but would *allow* them in the General Use (GU) [up/down Route 3], Village Center (VC) [Main Street & one lot back from Main St.] and the Mountain Residential (MR) [base at Loon]. The Planning Board had voted to *not* discuss it as a proposed ordinance, and to *not* take any further action on it [Majority vote: Paul Beaudin, Jim Spanos & Joe Chenard]. The Board discussed that they themselves cannot make any changes to the ordinance, however, if a petition was filed (signed by at least 25 registered voters) this would then be presented to the Planning Board who must hold at least one (1) Public Hearing and then make a recommendation as to whether they support it or not, and it would then become a warrant article to be voted on at Town Meeting (*current STR owners registered with the Town would be grandfathered).

2023 Estimated Revenues – MS-434:

The Board was presented with the 2023 estimated revenues along with the 2022 revenues for comparative purposes. Although this year's bond revenue skews the numbers significantly, if removed, they are estimating an additional \$120k (increase a result of the Payment in Lieu of Taxes [PILT] from the US Forest Service, STR revenues, & Meals & Room tax). OJ noted that the PILT payment net totals \$233k which is what the US Forest Service pays for Federal & State Forest land in lieu of taxes.

New Police Station RFQ's:

To date the town has received five (5) RFQ submissions. The Police Department and Architects will be reviewing the submissions and creating a short-list of proposed contractors to bid on the project. The one item excluded from the bid description is the generator, as the Town is going to apply for a grant to help cover these costs. Carina has come across a grant opportunity from the Homeland Security & Emergency Management (HSEM) who offers a 50/50 grant (maximum award \$75k) for backup power to municipal Emergency Operation Centers. Carina is also currently obtaining RFQ's from generator companies for the purchase and installation at the new Police Department.

Freedom Energy Proposal:

The Town's contract with Freedom Energy and First Point Power ends this November. Updated renewal quotes have been received as well as proposals from other providers. First Point Power is still the most competitive (best overall price) in addition to being the only provider that is billed through NH Electric Coop. The following is the current pricing:

- 12-Month: \$0.11038/kWh
- 24-Month: \$0.11351/kWh
- 36-Month: \$0.11182/kWh
- 48-Month: \$0.10976/kWh

*The NH Electric Coop's current pricing is \$0.137830/2Wh

MOTION: "To sign the contract for 48-months (4-years) at the \$0.10976/kWh with First Point Power."

Motion: Jack Daly

Second: Tamra Ham

All in favor.

Forest Ridge Auction:

The Forest Ridge property that went to auction has sold. The Pines Homeowners Association (HOA) has reached out to the town to inquire about the remaining road work that needs to be done, and Carina was informed by Town Counsel that the new owner/developer will be responsible for the second coat of surface material on all roads and driveways in The Pines. The HOA has requested that prior to the issuance of *any* building permits, that the Town hold bonds (\$10k-On-site Road Construction & \$100k- Off-site Road Repair bonds) from the Builder with funds that will cover this work as originally stipulated with the previous Developer (this property has not formally transferred at the present time). OJ suggested that the town inquire with New Jefferson as to their plans to repair the roads off-site of The Pines through the rest of Forest Ridge. [Note: the retention ponds at The Pines have been signed off on, and the HOA has assumed the maintenance and future upkeep of the ponds].

Nathan & Nina Haynes: 91-93 Main Street Sewer Backup:

Nate Haynes explained to the Board that he has a rental property located at 93 Main Street (Mr. Haynes lives at 91 Main Street) and he recently had problems with the sewer backing up at his rental property. Schofield Septic Tank Services was hired to come in and conduct exploratory services on the sewer line and discovered that there was a “root nest” down in the pipe. Schofields was able to resolve the issue and had recommended that Mr. Haynes have the pipe dug up and replaced (Caulder Construction replaced the pipe on 8/13/23). The Haynes allowed the town to put a telephone pole on their property and run power to the community ballfield concession stand, and while the power was being run, the town’s contractor broke the Haynes sewer line pipe. Mr. & Mrs. Haynes are seeking reimbursement for the repair costs from the Town (the sewer pipe repair is on the property line), and provided the Board with copies of most of their repair receipts (still awaiting some outstanding repair bills).

Mr. Haynes also asked the Board if there was any way that the town could mark the crosswalks due to the danger to children who are trying to cross the street when the vehicles neglect to stop. Tammy agreed and feels that there are a combination of things going on, especially when its dark out and/or raining and you cannot see the crosswalks. Tammy feels strongly that the town needs to paint the white dash marks across the Main Street crosswalks. There was also a discussion about the “one-way entrance only” into the Citizens Bank parking area that vehicles are using to exit the shopping plaza as well, and Tammy would like for Carina to reach out to Mr. Paul Bartlett (property owner) to see if the Town of Lincoln could put up new signage (at the Town’s expense) that reads “entrance only/not an exit”.

NEW BUSINESS:

South Peak Updated Master Plan:

South Peak will be attending an upcoming Planning Board meeting in September (September 27th is a tentative date) to discuss their updated Master Plan and the Board of Selectmen and Town Counsel have been invited to attend. Carina noted that Town Attorney, Jason Dennis has also been invited to the September 13th Planning Board meeting (for a non-meeting) along with the South Peak Attorney.

Town Hall AED (Automated External Defibrillator):

Tammy commented on the new outdoor AED box that was recently installed at the Town Hall (sponsored by the Lincoln- Woodstock Rotary Club), and it is now operational and available to the public in the event of an emergency (operation instructions are available on the AED box). A new AED will have to be purchased for the interior of the Town Hall as it is due to expire soon. There was discussion about whether or not another AED is necessary for the interior of the building if there is one available outside.

OLD BUSINESS:

Dr. Felgate’s 50-Year Anniversary:

Tammy spoke with the School Board regarding putting a park bench in at the Linwood Medical Center with a plaque commemorating Dr. Felgate’s 50-years of service to the community (The Linwood Medical Center building is owned by Linwood Ambulance, and once no longer occupied by the medical center/services, the ownership will revert back to Linwood School) and the School Board would prefer the bench not be anchored into the ground (possibly chained or secured in another manner) due to the uncertainty of the future of the building.

West Street Gate:

Jack asked what the status was on the West Street Gate (needs electrical hookup). Carina explained that the NHEC is contracting with Mike Harrington who will be doing the electrical work on the gate.

Pollard Road Sidewalk Extension:

OJ commented that there had been previous discussions about extending the Pollard Road sidewalk from Main Street up to Louann Lane, and suggested speaking with Director Hadaway to see if a surveyor should go out to this area and determine where the boundaries are, and what needs to be in place for this to happen.

Public Participation:

Bunker Lane resident David Berube (66 Bunker Lane, #3) explained that he had come to Town Hall a week ago to request documents from the Planning Board regarding the updates to the South Peak Master Plan, and was informed that the file size was too large to email, however, he could bring a sealed USB package that the documents could be scanned onto. Mr. Berube asked if there was another way that the public could access important documentation posted on to the town's website so that they don't have to pay for copies, or purchase a USB drive? There was a brief discussion about various options for the public to access important documents without costing money.

ARPA Grant Agreement Motion:

MOTION: "The Board of Selectmen hereby certify that at a meeting held on August 28, 2023, the Lincoln Board of Selectmen voted to apply to submit an amendment request to extend a certain American Rescue Plan Act Fund (ARPA) grant agreement with the NH Department of Environmental Services to fund a Wastewater Improvement Project as approved by the Governor and Council on May 4, 2022. The Town of Lincoln to further authorize Carina Park, Town Manager to execute any documents which may be necessary to effectuate this grant agreement

Motion: OJ Robinson

Second: Jack Daly

All in favor

Town Clerk Office Hours:

A complaint was filed with the Town regarding the Town Clerk's Office not being open 5-days a week.

VI. NON-PUBLIC Session Pursuant to RSA 91-A:3:(III) (c) Personnel

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

Motion: OJ Robinson

Second: Tamra Ham

All in favor

The BOS went into Non-public session at 6:50 p.m.

MOTION: "To re-enter public session."

Motion: OJ Robinson

Second: Jack Daly

All in favor.

The Board reconvened public session at 7:00 p.m.

IX. ADJOURNMENT

After review of the weekly payables and with no further business to attend to, the Board made the following motion:

MOTION: "To adjourn."

Motion: OJ Robinson

Second: Jack Daly

Motion carries.

The meeting adjourned at 7:00 p.m.

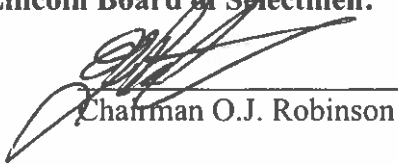

Respectfully Submitted,

Jane Leslie



Approval Date: September 11, 2023

Lincoln Board of Selectmen:


Chairman O.J. Robinson
Tamra Ham
Jack Daly

August 28, 2023
Board of Selectmen's Meeting
Please PRINT Legibly

DAVID BERUBE

WAYNE BALPZER

David Berube

Wayne Balpzer

