

LINCOLN BOARD OF SELECTMEN'S  
MEETING MINUTES

**APPROVED**

TUESDAY, JANUARY 2, 2024 – 4:00PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

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

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

**Staff Present:** Carina Park, Town Manager & Executive Assistant, Jane Leslie.

**Public Present via Zoom:** David Tomaso

**Public Present:** Wayne Baltzer and Al Poulin

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## **I. CALL TO ORDER**

Chairman Robinson called the regularly scheduled meeting to order at 4:00 p.m.

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## **II. BOARD OF SELECTMEN'S BUDGET WORK SESSION**

The Selectmen finished up their 2024 budget review work session:

Library Budget: The Board discussed the library wages, and Library Trustee, Wayne Baltzer explained that the Trustees had met and finalized the Library Budget. Library Director, Carol Riley's proposed wage increase is 6% (Selectmen's proposed wage increase is 4%), and Carol is prepared to discuss this matter further with the Budget Committee when they meet (1/25/24). Tammy did *not* agree with the wage differential between the Selectmen's recommendation (4%) and what Carol is recommending (6%) for her employees, and feels that the wages should align with the increase that all town employees will be receiving. The budget committee will be reviewing the Selectmen's proposed budget and the Library Trustees proposed budget and ultimately make the final decision (Budget Committee can only alter the bottom-line dollar amount). If the budget committee agrees with the 6% increase for the library employees, the Selectmen may go back and refine their budget if they should choose to do so. Jack agreed with Tammy and that the wage increase should be the same across the board, although he acknowledges that the Trustees have a separate responsibility to the library. The Board discussed the part-time library employees' wages, which they agree are being under compensated (relative to today's economy), and that there can be a discussion regarding pay adjustments so that they are more aligned with median pay standards, and then the 4% increase on top of the adjustment.

**MOTION:** "The BOS recommend \$8,510,353.00 for an operating total in front of the Budget Committee."

**Motion:** Tamra Ham

**Second:** Jack Daly

**All in favor**

**MOTION:** "The BOS recommend \$1,661,194.00 in capital reserve and trust articles."

**Motion:** Tamra Ham

**Second:** Jack Daly

**All in favor**

**MOTION:** "The BOS recommend \$156,500.00 for special warrant articles."

**Motion:** Tamra Ham

**Second:** Jack Daly

**All in favor**

**[The 2024 Budget Grand Total comes to \$10,328.047.00]**

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## **III. APPROVAL OF MEETING MINUTES FROM PREVIOUS MEETING**

*Meeting Minutes will be approved at the next meeting.*

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## **IV. PUBLIC HEARING Pursuant to RSA 31:95-b Section III Unanticipated Acceptance of Funds more than \$10K**

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The Town received notification of a one-time bridge payment (see attached) being made available to our municipality in State Fiscal Year 2024 based on the passage of HB 2 (House Bill) effective July 2023. HB 2 directs the Department to divide and distribute a \$10 million-dollar one-time payment between all New Hampshire municipalities that have municipally owned bridges per state definition. The Town of Lincoln received a one-time payment in the amount of \*\$33,418.53. This payment can only be used on the maintenance, construction, or reconstruction of municipally owned bridges (non-lapsing).

\*50% of the distribution is based on a municipality's percentage of statewide municipal bridge deck surface area, and the remaining 50% of the distribution is based on a municipality's percentage of statewide population.

OJ opened the hearing up for public comment *(There was no public comment)*.

**MOTION: "To accept the one-time Bridge Payment in the amount of \$33,418.53, non-lapsing funds from the State of New Hampshire."**

**Motion: Jack Daly**

**Second: Tamra Ham**

**All in favor.**

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## **V. PUBLIC HEARING Pursuant to RSA 41:9-a Establishment of Fees to amend the Dog Licensing Fees**

The following proposed fee changes are being requested by the Town Clerk:

- Altered (spayed/neutered) Dogs: Increase from \$6.50 to \$7.50
- Unaltered (intact) Dogs: Increase from \$9.00 to \$10.00
- Senior Citizen Dog Registration Fees: Price will remain the same at \$2.00

**MOTION: "To open up the public hearing."**

**Motion: Tamra Ham**

**Second: Jack Daly**

**All in favor**

*(There was no public comment)*

**MOTION: "To close the public hearing."**

**Motion: Jack Daly**

**Second: Tamra Ham**

**All in favor**

**MOTION: "To approved the recommendations to increase the dog registrations to \$7.50 and \$10.00."**

**Motion: Tamra Ham**

**Second: Jack Daly**

**All in favor**

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

### **Town Manager Report:**

#### **2023 Meals and Rooms Tax Municipal Reimbursement:**

The Town received its 2023 Meals & Rooms Tax reimbursement in the amount of \$155,467.69. The Board will be approving estimated revenues at their January 17<sup>th</sup> meeting at 4:00pm, and this will also be a joint meeting with Woodstock Board of Selectmen to review the shared budgets (Solid Waste & Recreation). At 5:30pm this same day, the joint Lincoln-Woodstock budget committee's will also be meeting.

#### **Route 3 Water Main Project:**

Weston & Sampson (W&S) has reached out to DOT in an effort to get the Route 3 Water Main project moving along. There appears to be a few items that need to be resolved as follows:

- 1) On the Exit 34A “on & off ramps” there is some work that may need to be done where the water mains cross with the Interstate, and this is not within the jurisdiction of District 1, and any decision regarding this matter will have to be made in the Concord District Office (turnpike division). W&S cannot finalize any plans until such decisions have been made regarding the on/off ramps. W&S is currently trying to establish a date/time with Concord DOT to meet and discuss this project so that they are prepared to finalize the plans and go out to bid this winter.

**South Peak Water Storage Tank:**

Caulder Construction will be doing the site work for the project to get the geotechnical equipment up to the tank location for S. W. Cole to begin doing geotechnical work. Caulder has sub-contracted this work out and they are scheduled to begin today (S.W. Cole should be able to begin their geotechnical work later on this month).

**New Police Department – NH Electric Coop:**

An account is being established with the NH Electric Coop for temporary electricity service at the building site for the construction trailers.

**NH Electric Coop – Easement Amendment – Copley Construction:**

Drew Goddard (Copley Construction) reached out to the town regarding updating the easement with the NH Electric Coop (NHEC) in order for Copley Construction to get electricity to his new building site (141 Main Street). The NHEC has asked the Town if it is willing to enter into a new right-of-easement for the additional line that is required. The Board signed the easement and the following motion was made:

**MOTION: “To approve the amended easement as presented to the Board of Selectmen”**

**Motion: Jack Daly**

**Second: Tamra Ham**

**All in favor**

**Grafton County Broadband Committee:**

The Grafton County Broadband Committee was awarded the NTIA Grant (The National Telecommunications and Information Administration) in the amount of \$18M (part of the Government’s Infrastructure Bill), and they will be holding a roundtable discussion with officials from the White House and the State House on Thursday, January 4<sup>th</sup> at the Sugar Hill Meeting House (Carina & OJ will be attending).

**OLD BUSINESS:**

*No old business was discussed*

**NEW BUSINESS:****Presidential Primary:**

The upcoming Presidential Primary is scheduled for Tuesday, January 23<sup>rd</sup>. The polls will be open at Town Hall from at 8:00 a.m. to 7:00 p.m.

**Public Participation:**

Wayne Baltzer questioned what the status was with the Skate Board Park. Carina and Tammy both explained that due to the abundant amount of rainfall last summer, the contractor was unable to fit the town into their schedule (they were hoping to begin work last fall), however, they are hopeful that work will begin on this project in the spring.

Al Poulin asked Carina to explain the Fire Department expenditures for 2023 as well as for 2024. Carina answered several questions regarding the Fire Department’s wage, and explained that they had gone over budget on wages by \$28k. Al questioned why they would go over budget by \$28k. Carina explained that the wages went over budget due to the call volume (259 calls) in 2023 which is something that the

Department has no control over. Al questioned who pays for the Fire Department detail for the Highland Games. Tammy explained that the Town pays the wages and is later reimbursed (the Town also appropriates \$6,800 to the Highland Games). Tammy noted that the Fire Department Auxiliary also attends the Highland Games, and they are *not* paid (volunteer). Al questioned if the amount of time on calls has increased over the years, and why there is a need for so many fire personnel to respond to one call. Tammy explained that this is the decision of the Fire Chief and the Deputy Fire Chief, and it is not under their purview to answer these questions, nor make these decisions.

OJ commented that the Town's Fire Department are not highly, hourly paid people, but rather volunteers that are leaving their jobs in the middle of the day to respond to calls, sometimes at all hours of the night and early morning, and reimbursed for the same.

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## **VII. NON-PUBLIC Session Pursuant to RSA 91-A:3:(III) (e)**

*There was no Non-Public Session.*

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## **VIII. 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: Tamra Ham**

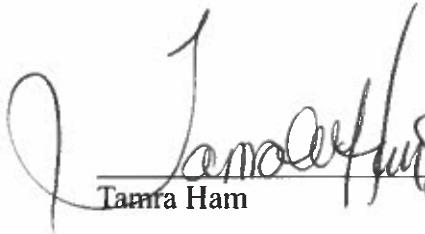
**All in favor.**

The meeting adjourned at 4:55 p.m.

  
Respectfully Submitted,  
Jane Leslie

Approval Date: January 17, 2024

  
Chairman O.J. Robinson

  
Tamra Ham

  
Jack Daly



**William Cass, P.E.**  
**Commissioner**

**THE STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF TRANSPORTATION**



**David Rodrigue, P.E.**  
**Assistant Commissioner**  
**Andre Briere, Colonel, USAF (RET)**  
**Deputy Commissioner**

December 1, 2023

OJ Robinson, Chair of Selectboard  
Town of Lincoln  
PO Box 25  
Lincoln, NH 03251

**Re: Lincoln Special One Time Bridge Payment – in Accordance with House Bill 2**  
**Payment for Maintenance, Construction and Reconstruction of Municipally Owned Bridges**

Dear Mr. Robinson:

The following is notification of a one-time bridge payment being made available to your municipality in State Fiscal Year 2024 based on the passage of House Bill (HB) 2 effective July 2023. HB 2 directs the Department to divide and distribute a \$10 million one-time payment between all New Hampshire municipalities that have municipally owned bridges per state definitions. Fifty percent (50%) of the distribution is based on your municipality's percentage of statewide municipal bridge deck surface area and the remaining fifty percent (50%) of the distribution is based on your municipality's percentage of statewide population. This one-time bridge payment is not related at all to the quarterly block grant aid payments that a municipality receives. This payment can only be used on the maintenance, construction, or reconstruction of municipally owned bridges. These are non-lapsing funds. No funds appropriated under this section shall be used to supplant locally budgeted and approved funds for bridge maintenance or construction. The funds appropriated in this section may be considered unanticipated money under RSA 31:95-b and may be accepted and expended pursuant to RSA 31:95-b, II through IV, whether or not a political subdivision has adopted the provisions of RSA 31:95-b.

This one-time payment is anticipated to be available to the Town of Lincoln during the month of December 2023 as follows:

December 2023 Actual Bridge Payment:       \$33,418.53

Happy holidays and please contact me at 271-6472 if you have any questions.

Sincerely,

*C. R. Willeke*

C. R. Willeke, PE  
Municipal Highways Engineer  
Bureau of Planning and Community Assistance

CRW/dmp





# TOWN OF LINCOLN

148 Main Street - P.O. Box 25  
Lincoln, New Hampshire 03251

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Fax: (603)745-6743

Website: [www.LincolnNH.org](http://www.LincolnNH.org)

Email: [TownHall@LincolnNH.org](mailto:TownHall@LincolnNH.org)

## PUBLIC HEARING NOTICE

### TOWN OF LINCOLN BOARD OF SELECTMEN

**Date: Tuesday, January 2, 2024**

**Time: 4:00 p.m.**

### **Revised Dog Registration Fees**

The Board of Selectmen will be holding a Public Hearing in accordance with **RSA 41:9-a Establishment of Fees** on **Tuesday, January 2, 2024 at 4:00p.m.** at the Lincoln Town Hall Meeting Room, 148 Main Street, Lincoln, NH to discuss the Town Clerk's proposed changes to Dog Registration Fees:

**Altered (Spayed/Neutered): Increase from \$6.50 to \$7.50**

**Unaltered (Intact): Increase from \$9.00 to \$10.00**

**Seniors: Price will remain the same at \$2.00**

The Public is invited to attend and participate in the hearing.

**Join Zoom Meeting**

<https://us02web.zoom.us/j/84160469645?pwd=NGZ2Z0s2MjV3MmwzMUhCMXJEYnY3Zz09>

**Meeting ID: 841 6046 9645**

**Passcode: 730008**

Find your local number: <https://us02web.zoom.us/j/kcSuQgv0ec>







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## PUBLIC HEARING NOTICE

### TOWN OF LINCOLN BOARD OF SELECTMEN

**Date: Tuesday, January 2, 2024**

**Time: 4:00 p.m.**

The Lincoln Board of Selectmen will be holding a Public Hearing in accordance with **RSA 31:95-b Section III – *Unanticipated Acceptance of Funds more than \$10K*** on **Tuesday, January 2, 2024 at 4:00p.m.** at the Lincoln Town Hall Meeting Room, 148 Main Street, Lincoln, NH to accept a **One-Time Bridge Payment in accordance with House Bill 2 - Payment for Maintenance, Construction and Reconstruction of Municipally Owned Bridges in the amount of \$33,418.53** from the State of New Hampshire.

The Public is invited to attend and participate in the hearing.

**Join Zoom Meeting**

<https://us02web.zoom.us/j/84160469645?pwd=NGZ2Z0s2MjV3MmwzMUhCMXJEYnY3Zz09>

**Meeting ID: 841 6046 9645**

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