

LINCOLN BOARD OF SELECTMEN'S

APPROVED

MEETING MINUTES

APRIL 26, 2021 – 5:30PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

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

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**Board of Selectmen Present via Zoom:** Vice Chair, Tamra Ham and Selectman Jack Daly

**Excused:** OJ Robinson

**Staff Present via Zoom:** Town Manager Burbank and Fire Chief, Ron Beard

**Public Present via Zoom Video Conferencing:** *There was no public present*

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**I. CALL TO ORDER**

Vice Chair Ham called the meeting to order at 5:30 pm.

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**II. APPROVAL OF MEETING MINUTES FROM PREVIOUS MEETING**

**MOTION:** "To approve the BOS meeting minutes of April 19, 2021 as amended."

**Motion:** Jack Daly

**Second:** Tamra Ham

**All in favor.**

**MOTION:** "To approve the Non-Public BOS meeting minutes of April 19, 2021 as presented."

**Motion:** Tamra Ham

**Second:** Jack Daly

**All in favor.**

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**III. BOARD OF SELECTMEN'S GOALS**

*The board agreed to discuss the Selectmen's Goals next week when Chairman Robinson is present.*

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**IV. OLD/NEW BUSINESS**

**Town Manager's Report**

**Department Head Memorandum:**

Town Manager Burbank emailed a memorandum to all Department Heads reminding them of the mask mandate.

**Budget Committee Rep.:**

Town Manager Burbank explained to the board that he reached out to Budget Committee Chairman, Mike Simons reminding him that the Budget Committee needs to appoint a representative to sit on the 2021 CIP Committee.

**Town wide Growth Analysis:**

Town Manager Burbank updated the board that he has spoken with Town Engineer, Ray Korber about the town wide water/sewer growth analysis, and Korber is in process of completing this study.

**Riverfront Park Update:**

Town Manager Burbank informed the board that the town did *not* make the spring grant round for the Brownfields funding, however, the town is moving up on the wait list, and the next grant round is scheduled for October. Burbank strongly suggests that the town remain on the wait list because there is significant funding available for the Riverfront Park project.

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The newest member to the Trust Fund Committee (Vikram Mansharamani) was sworn in on Friday, April 23<sup>rd</sup>.

Town Manager Burbank researched what can/cannot be attached to a tax bill mailing and discovered that any town policy or invoicing cannot be mailed out with a tax bill, therefore, any short-term rental information that the board would like mailed out, must be done in a separate mailing. Selectman Ham suggested that they wait until half-way through the budget cycle and see where the town stands financially to determine whether or not there is money for this short-term rental mailing.

Town Manager Burbank explained that the Planning Department is making significant progress getting caught up with issuing Land Use permits. Burbank added that he has spoken with North Country Council to see if they have anyone that could assist the town's Planning Department, however, they are short of Planners at this time as well. The board wanted the Planning Department to know that they really appreciate all of their hard work and effort in getting these permits caught up.

Selectman Ham asked Town Manager Burbank to keep the Pleasant Street Easement on his “to-do” list to keep an eye on its progress. Burbank noted that he spoke with Denise Heredeem last week, and SAU Superintendent, Judith McGann has also been in touch with her and explained that the SAU has all of the paperwork they needed from Ms. Heredeem, and the school’s attorney is working on this easement.

*There was no public participation*

**V. NON-PUBLIC Session Pursuant to RSA 91-A:3:(III) (e) Attorney Correspondence CRVI Lawsuit**

**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 5:45 p.m.

**MOTION: “To re-enter public session.”**

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

The Board reconvened public session at 6:00 p.m.

## VI. ADJOURNMENT

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

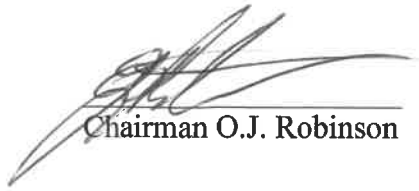
**MOTION: "To adjourn."**

**Motion: OJ Robinson                      Second: Jack Daly                      All in favor.**

The meeting adjourned at 6:01 p.m.

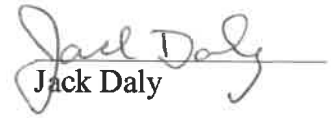
Respectfully Submitted,  
Jane Leslie

Approval Date: May 3, 2021



Chairman O.J. Robinson

Tamra Ham



Jack Daly

