

LINCOLN BOARD OF SELECTMEN'S

APPROVED

MEETING MINUTES

JUNE 7, 2021 – 5:30PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

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

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

Staff Present via Zoom: Town Manager Burbank, Fire Chief, Ron Beard, and Administrative Assistant, Jane Leslie

Public Present via Zoom Video Conferencing: Paul Beaudin and Jayne Ludwig

Public Present: *There was no public present*

I. CALL TO ORDER

Chairman Robinson called the meeting to order at 5:30 pm.

II. APPROVAL OF MEETING MINUTES FROM PREVIOUS MEETING

MOTION: "To approve the BOS meeting minutes of May 24, 2021 as amended."

Motion: Tamra Ham

Second: Jack Daly

All in favor.

MOTION: "To approve the Non-Public BOS meeting minutes of May 24, 2021 as presented."

Motion:

Second:

All in favor.

III. SOLID WASTE MANAGEMENT PLAN

Chairman Robinson explained that during the recent joint Lincoln-Woodstock Board of Selectmen's meeting (5/18/21) there was a discussion about the upcoming paving project at the Solid Waste Facility. Town Manager Burbank explained that Woodstock did not feel that they should be responsible for any of the road maintenance at or around the facility because the Town of Lincoln owns the property. Selectman Daly noted that Woodstock Selectman, Gil Rand appeared to be the only Selectman that voiced negativity about this, and was going to follow-up with their town counsel to obtain a legal opinion on this matter. Robinson commented that the Solid Waste Agreement(s) from 1990 and 2013 (*see attached*) state that the operations and maintenance will be divided equally between the towns (nothing specific mentioned about paving roads). Selectman Ham added that Mr. Rand's opinion was that paving is *not* maintenance of the facility. Ham suggested that these two (2) agreements be forwarded to Woodstock to review, and Town Manager Burbank reach out to Judy Welch and explain that Public Works would like to pave the transfer station along with their other paving projects this year, and to find out where Woodstock stands on this matter. Ham asked that this be put on their next BOS Agenda (6/21) so that it does not get overlooked.

IV. OLD/NEW BUSINESS

Town Manager's Report

Town Hall Mask Mandate

Town Manager Burbank informed the board that Town Hall is now "mask optional" and all social distancing floor stickers will remain in place. Burbank also noted that the Governor's COVID-19 Emergency Orders are up for review later on this week, and there has been some discussion that the Governor may allow them to expire.

Building Committee

Town Manager Burbank updated the board on the last Building Committee meeting (5/25), and explained that the committee met at the old airport site on Mansion Hill and took a vote in the field to focus all of their efforts on devising plans for this particular location for the new Police/Fire municipal building. Ham commented that most people like the idea of keeping Town Hall on Main Street, and the new facility would be for the police and fire departments. Burbank noted that he has reached out to Sabourn & Tower to get on their wait list to have this property surveyed. Chairman Robinson asked if the survey would just be a boundary survey or a topographic as well. Burbank responded that the committee would like to initially begin with a boundary survey, and then do an RFQ for an architectural firm to create structural plans to present to the taxpayers. Ham added that the Building Committee needs to understand that they do not have the authority to spend *any* money, only to present the Board of Selectmen with their recommendations. Burbank added that Mr. Vikram Mansharamani (newest Trustee for the Trust Fund Committee) also attended the Building Committee meeting, and has expressed an interest in joining the committee.

Short-Term Rental Registrations/Violations

Town Manager Burbank updated the board on the status of the short-term rental registrations to date: the town has received 344 registrations (\$17,200 collected in registration fees). Burbank explained that this is an increase of 64-units since the last update given to the board in April. Burbank also explained that Town Hall recently received a complaint about parked cars from a resident up at Clearbrook that had to do with a short-term rental taking up an excessive amount of parking spaces, however, it was explained to the caller that the Police are unable to intervene because this is private property. Burbank further explained that the Police Department cannot enforce the Short-Term Rental Ordinance or civil violations (only criminal violations) and the town would have to pay for the Sheriff's Department to serve any cease-and-desist notices. Burbank questioned the board on how they would like to proceed with those short-term rental operators that refuse to register with the town. A discussion ensued on possible enforcement options (lien property, cease and desist, notifying short-term rental advertising platforms of non-compliance issues) and Selectman Ham suggested that the board consider putting money into next year's budget with offsetting revenue for a third-party company (i.e., Granicus) to oversee the short-term rental program. Chief Beard suggested reaching out to the Homeowners Associations to see if they would be willing to provide a list of their known short-term rental properties to compare to the list that has already registered with the town. Selectman Daly thought this was a good idea, and Chief Beard said he would begin reaching out to the associations this week.

Chairman Robinson remarked that in the meantime, he feels that the town should take action against the scofflaws who have received several notices about the ordinance, and continue to fail to register their unit(s). Robinson feels that after a written warning is sent, they should then be served a *cease-and-desist* notice. Selectman Ham reviewed the Short-Term Rental Ordinance (*see attached*) and explained that a *cease-and-desist* is not necessary because the ordinance details that after a written warning is sent to the short-term rental owner, the first offense is \$100; the second offense (after allowing 10-days for registration since first offense) is \$500, and additional offenses (after allowing 10-days for registration since second offense) \$1,000 each. Burbank said he would follow-up with Attorney Malia to come up with a procedure and draft a warning letter to be sent to known un-registered short-term rentals.

Jayne Ludwig asked about the PORS (Privately Owned Redistribution System) and private roads that the town usually does not touch or take over, and questioned if it is necessary to go this far with the short-term rental ordinance. Ludwig was concerned with the legal ramifications and future lawsuits, and asked if the board could find out from legal counsel whether or not there is any legal recourse that the PORS could use against the town for asking them to follow the municipalities rules (this is an ordinance not a legal law). Ludwig does not want to see the town confronted with any more lawsuits, and feels that the

town should let the PORS and Homeowners Associations deal with their own short-term rental issues. Chairman Robinson responded that this is an ordinance of the town and he does not plan on rescinding it.

CRVI Suit/BMSI Fee for Old Records

Town Manager Burbank explained to the board that the town's attorneys for the CRVI litigation are looking for finance records that date back to 2007, however, the town recently began using a new software program and only transferred over 5-years' worth of financial data from the previous BMSI System (2015-2020) to the new system. Burbank further explained that in order for BMSI to unlock our old finance system, it will cost the town \$1k (to access for 6-months), and there is no guarantee that the information we are looking for is even in the old system (water & sewer tap fees, how much was paid for infrastructure improvements etc.). Selectman Ham questioned if the town would be able to access and retrieve *all* of the town's older financial records from BMSI and archive them on the town's server, or up on a cloud-based storage platform for the \$1k fee? Burbank was not certain, and would have to obtain further information from BMSI. Ham feels that if the town is going to spend \$1k to obtain this information, we should be able to access all of the town's records and store them so that we do not have to spend money in the future the next time there is a lawsuit that requires financial records prior to 2007.

Chairman Robinson explained that he is of the opinion that having this financial data will only help enhance the town's case and legal standing, as it will show the town has proceeded in a forthright manner to maintain its water and sewer infrastructure. Burbank responded that he will then proceed and pay the \$1k fee to unlock this information from the town's former operating system.

Selectman Daly thought it would be a good idea to speak with the town's IT Department to see if they have a way of reaching into the old BMSI system and extrapolating the information that the town is looking for, because if they cannot, it would be a waste of money.

2021 Revaluation Contract meeting

Town Manager Burbank reminded the board that there is a meeting scheduled for tomorrow at 11am via Zoom. This meeting will be attended by Phil Bodwell (DRA), the town's assessors, Commerford Neider Perkins, Town Manager Burbank, Assessing Clerk, Johnna Hart, and any Selectmen available to attend.

USFS (US Forest Service) Water Tank Update (South Peak, Loon Village)

Town Manager Burbank updated the board that he recently met with a US Forest Service Supervisor and Engineer; Weston & Sampson, Director Hadaway, and Chief Beard about the water storage tank. Burbank explained that the meeting was very productive, however, the Forest Service will not be able to look into this project until the fall when the Northeastern Region meets to review their project lists. Burbank also explained that the USFS made it clear that by the time all of the permits are in place, it will be late 2022 (possibly early 2023) because the town will have to conduct studies on potential environmental harms from the proposed infrastructure project(s). Burbank also noted that the USFS had stated that if the town has any projects up on Route 3, they would like to review and consider all of the town's projects at the same time in the fall.

NEW BUSINESS:

Abatement Request – Public Service Company of NH d/b/a Eversource

Chairman Robinson explained that this abatement request is still being decided in the courts. The Town's utility assessor, George E. Sansoucy is recommending that the board deny the Eversource 2020 abatement request (Map/Lot 117-122-000-00-00001).

MOTION: “To deny the abatement request.”

Motion: Tamra Ham

Second: Jack Daly

All in favor.

Robinson noted that there is also the FairPoint case that had went to court with three (3) other New Hampshire towns, and the decision rendered was *not* favorable to the position of the towns, and despite the fact that Lincoln was *not* involved in this particular case, these same factors will affect future litigations that Lincoln is involved with. Robinson remarked that the town had received a proposal from FairPoint that was originally rejected due to provisional language concerning future litigation, so FairPoint amended the settlement proposal and eliminated the *future litigation* provision which the town subsequently accepted. Robinson noted that FairPoint also reduced the interest rate and suspended accumulating interest payments through December 2020 if Lincoln makes timely payments as agreed upon. Chairman Robinson made the following motion:

MOTION: “To accept the proposed settlement for the FairPoint assessment case as outlined in the Donahue, Tucker & Ciandella agreement.”

Motion: OJ Robinson

Second: Tamra Ham

All in favor.

Planning Board Meeting – Water/Sewer Capacity Study

Chairman Robinson explained to the board that the Planning Board will be meeting on June 23rd and reviewing the *Wastewater System Capacity Assessment* with Town Engineer, Ray Korber and Town Counsel, Peter Malia. Robinson also noted that the Planning Board will be discussing impact fees and off-site extraction fees in the event the Selectmen wanted to attend.

July 4th Parade

Selectman Ham shared that this year’s theme for the July 4th parade will be “Honoring our First Responders.” Ham went on to explain that there will be a cookout at 11am hosted by the Lin-Wood Rotary Club at Soldier’s Park in North Woodstock; the parade will begin at 2pm with over \$600 in prizes for the best floats, and then a free patriotic concert at Soldier’s Park in North Woodstock, and fireworks at dusk along Main Street (Lincoln) and the Hobo Railroad.

OLD BUSINESS:

Public Participation

Paul Beaudin asked if there was any way to check with the state to find out if the short-term rentals that are not paying their registration fees are also paying/or not paying their Meals and Room Tax? Town Manager Burbank responded that a good number of the short-term rentals are *not* paying their meals and room taxes, and the town is prepared to begin dropping names of these rentals to the state as another tool of enforcement.

Jayne Ludwig asked if the joint boards have made a decision about whether or not to begin charging for brush? Chairman Robinson responded that the joint boards decided to *not* charge for brush and to leave things the way that they are. Ms. Ludwig also asked if the town purchased the new sign with taxpayer money for the driveway at Lincoln Center North (Paul Bartlett’s property). Town Manager Burbank responded that the town did purchase this sign.

Paul Beaudin commented that he noticed that Loon has closed off access to the river on both sides again this year, and with the town owning property on both sides of the river, he questioned whether or not the board felt that this was fair (no access through either of the parking lots). Selectman Ham responded that the property that is blocked off belongs to Loon Mountain (not the town-owned land). Beaudin responded that he does not feel that it is fair when the town welcomes visitors to come and recreate, fish and swim, and then closes off the access points to the river. There was a brief discussion on this matter, and the board

agreed that they cannot tell owners of private land what to do with it. Beaudin asked the board if there was anything that they could do to at least get one side of the river open, and noted that it would be appreciated. Selectman Daly said he would reach out to either Mr. Jay Scambio or Rick Kelley to see what he could do.

Jayne Ludwig asked about putting in signage at Ladies Bathtub designating certain parking spaces for Lincoln-Woodstock residents only. Selectman Ham responded that when they had this discussion previously with Jayne Ludwig as a Selectperson, they had agreed that if they limited the parking, it would have to be for "taxpayers" as they have a right to access the swimming hole too. Ludwig clarified, that she is looking for residential parking spots at Ladies Bathtub, and second-homeowners could park elsewhere and walk in to the swimming spot.

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

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

Motion: OJ Robinson

Second: Tamra Ham

All in favor.

The BOS went into Non-public session at 6:45 p.m.

MOTION: "To re-enter public session."

Motion: Jack Daly

Second: Tamra Ham

All in favor.

The Board reconvened public session at 6:59 p.m.

VII. ADJOURNMENT

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

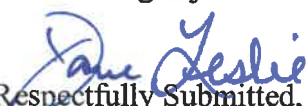
MOTION: "To adjourn."

Motion: OJ Robinson


Second: Tamra Ham

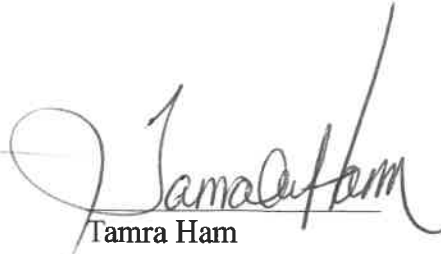
All in favor.


The meeting adjourned at 7:00 p.m.


Respectfully Submitted,
Jane Leslie

Approval Date: June 21, 2021


Chairman O.J. Robinson


Tamra Ham


Jack Daly

LINCOLN-WOODSTOCK COOPERATIVE WASTE DISPOSAL AGREEMENT

AGREEMENT made this 28 of October, 2013, between the Town of Lincoln and the Town of Woodstock, both New Hampshire municipal corporations with places of business in the County of Grafton, State of New Hampshire and whose mailing addresses are as follows: Office of the Selectmen, Town of Lincoln, P.O. Box 25, Lincoln, New Hampshire 03251 and Office of the Selectmen, Town of Woodstock, P.O. Box 156, North Woodstock, New Hampshire 03262.

WHEREAS, the costs of disposal of solid waste are an increasingly significant element in the municipal budget; and

WHEREAS, municipal cooperation intended to reduce costs and decrease demands upon scarce resources is in the best interests of the parties hereto; and

WHEREAS, the Towns of Woodstock and Lincoln entered an agreement in November 1981 initially specifying the Towns' responsibilities for construction, operation and maintenance of a refuse disposal facility, which was amended with a written agreement made on June 13, 1988, and is further amended, and updated by this agreement.

NOW, THEREFORE, in consideration of the mutual terms, considerations and agreements hereinafter set forth, the municipalities whose names are subscribed hereto agree as follows:

1. **PURPOSE.** The purpose of this Agreement is to cooperatively arrange for operation, ownership and maintenance of an intermunicipal solid waste facility and other refuse

disposal facilities for the Towns that are parties to this Agreement, pursuant to RSA 53-A. This Agreement supersedes any agreement between the Towns, including those referenced above.

2. **DURATION.** This Agreement shall take effect upon its execution and shall remain in effect until January 1, 2019 (the "initial term"). If this Agreement is not terminated during its initial term as set forth in Section 7, it shall be deemed to be extended for an additional term of 5 years so long as the conditions of operation of the waste disposal facilities governed by this Agreement have not significantly changed. Thereafter, this Agreement may be renewed by agreement of the parties. Upon expiration or at the end of any full term, capital improvements shall be vested in both Towns equally subject to the parties' obligations for closure and liability under Section 8. The real property (in other words, the land on which the facility is situated), shall remain with the Town of Lincoln and shall not be vested in the Town of Woodstock.

3. **ADMINISTRATION; DECISION MAKING.** Policy decisions under this Agreement shall be made by majority vote of the Board of Selectmen of the member towns voting on the issue. However, The Lincoln Town Manager shall be responsible for supervising the "day to day" administration of this Agreement in accordance with its terms and subject to such resolutions and directions as may be adopted by the parties. The Town of Lincoln Policies and Procedures manual shall be used by the Lincoln Town Manager in his supervisory capacity. The Lincoln Town Manager shall have full control over personnel decisions including, but not limited to, hiring, firing, promotions, demotions and discipline. The Town Manager shall make every effort to inform both boards prior to any significant personnel changes.

4. **FINANCES.** The Lincoln Town Manager, within general guidelines set by the parties, shall be responsible for control and expenditure of any funds contributed by the parties for the purposes of this Agreement.

All costs of operation and maintenance of the facility, with the exception of costs associated with bookkeeping, payroll, benefits administration, and other financial administrative services referenced above, shall be allocated between the Towns as follows:

Woodstock – 50%; Lincoln - 50%

As agreed to in 2004, Woodstock shall annually reimburse Lincoln 141.5 hours at current administrative pay rates for the costs associated with bookkeeping, payroll, etc.

5. **ACQUISITION OF PROPERTY.** Any real property or capital improvements acquired for the purposes of this Agreement shall be acquired by the parties and held in equal, undivided interests. Costs of capital improvements and real property shall be allocated equally between the parties.

6. **DISPOSITION OF PROPERTY.** Upon termination of this Agreement, for any cause, any unencumbered funds remaining shall be returned to the parties in the same proportion as the then existing contribution formula. Upon termination, all records shall be turned over to a successor administrative body. If no successor is created, records shall be turned over to the Town Clerk of the Town of ^{Woodstock.} ~~Lincoln.~~

Upon termination of this Agreement, capital assets which have been acquired for the purposes of this Agreement and which will not be retained by a party shall be liquidated and the proceeds shall be paid out equally to the parties. Capital improvements shall be held as provided in Section 2, except that if either party acquires any of these assets, the other party shall be paid such portion of the reasonable value thereof as is appropriate.

7. **WITHDRAWAL.** If either Town does not wish to extend beyond January 1, 2019, that Town shall give the other Town notice on or before January 1, 2018 of its intent to withdraw. In the event of withdrawal, the withdrawing Town shall continue to be responsible for the costs of closure and liability in accordance with Section 8 and may be required to provide

reasonable surety for the costs thereof. Furthermore, the withdrawing town shall be entitled to be reimbursed its reasonable share of the net value of any jointly purchased asset based upon that town's share of the acquisition costs of the asset.

8. **CLOSURE.** The parties recognize that a significant element of the costs of waste disposal under this Agreement will arise in the form of closure costs. Additionally, the parties recognize the potential liability which may exist as a result of operations conducted under this Agreement and that such liabilities may continue to exist even after termination of operations of the facility. The parties therefore agree that they shall remain responsible for said cost of closure and liability and that their respective shares of these costs and liabilities shall be in the same proportion as the appropriate contribution formula which exists at the time of termination of this Agreement.

9. **ADDITIONAL DUTIES AND FACILITIES.** The operations to be included within the purview of this Agreement shall extend to and include all manner of waste disposal as may be appropriate and as may be authorized by votes of the Towns that are parties hereto and as authorized by Federal or State authorities with jurisdiction. Specifically, the parties envision that it may be necessary to operate or provide for a disposal facility for ash. Waste disposal facilities under this Agreement may also include means to dispose of waste which will not be handled by the Solid Waste Facility.

Economics of scale may indicate that additional Towns ought to become parties to this Agreement. Other Towns which may wish to join in this Agreement and utilize all or a portion of the waste disposal facilities authorized by this agreement shall be permitted to do so upon such terms and conditions as may be agreeable to the parties to this Agreement. Any such additional Town shall, as a condition to being allowed to enter this Agreement, agree to reimburse the other Towns for a reasonable share of contribution costs previously paid by the

Towns. Any such joining Town shall also agree to be responsible for its reasonable share of closure costs and liability.

10. **REGULATIONS/FEES.** The Selectmen of the Towns that are parties to this Agreement may jointly adopt regulations pertaining to operation of, and access to the waste disposal facility. These regulations shall include types of waste to be allowed, limitations on origin of the waste and such other regulations as may be necessary and appropriate.

Such regulations may further impose fees for the use of the facility as deemed appropriate. Such fees shall be retained to defray expenses of the operation and maintenance of the facility or may be appropriated by the Towns to trust funds, capital reserve or other purposes as they deem appropriate. Any receipts from these fees shall be included as revenues within the Annual Budget that is prepared under this Agreement.

11. **DISAGREEMENTS.** If any dispute arises between the parties hereto regarding construction, operation, maintenance, termination, or closure of the facilities subject to this Agreement and if the parties cannot mutually resolve the dispute, the matter may be submitted upon motion of any party first to mediation, and if mediation is unsuccessful, then to arbitration in accordance with RSA 542. If the dispute goes to arbitration, then the decision of the arbitrator shall be final and binding upon the parties so long as the arbitrator's decision is an interpretation of this Agreement and is not an enlargement or alteration of the terms of this Agreement.

12. **AMENDMENT.** This Agreement may be amended upon an affirmative vote of the majority of the Boards of Selectmen of the Towns which are then parties to this Agreement.

13. **CONDITIONS.** Prior to the effective date of this Agreement;

A. It shall have been submitted to the office of the Attorney General for determination as to its proper form and compatibility with the laws of the State of New Hampshire; and

B. Copies shall be filed with the municipal clerk of each Town and with the Secretary of State.


IN WITNESS WHEREOF, the parties have caused their names to be subscribed by their duly authorized representatives on the date indicated:

Dated: 10-28-13

Dated: 10-28-13

TOWN OF LINCOLN

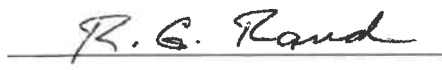

By:




Its Board of Selectmen

TOWN OF WOODSTOCK

By:



Its Board of Selectmen

SOLID WASTE MANAGEMENT PLAN
FOR THE
LINCOLN - WOODSTOCK SOLID WASTE COOPERATIVE
REVISED AUGUST 1990

SUBMITTED BY:

MARC RESNICK - LINCOLN

BONNIE HAM - WOODSTOCK

LINCOLN - WOODSTOCK SOLID WASTE COOPERATIVE

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LINCOLN - WOODSTOCK SOLID WASTE COOPERATIVE

ADDITIONAL APPENDICES

- K. Agreement for the Supply and Acceptance of Solid Waste
Between Consumat Sanco, Inc. and Lincoln/Woodstock
Solid Waste District. 1990**
- L. Hauling Agreement. 1990**
- M. Transportation Maps**

CHAPTER 1

DISTRICT PROFILE

INTRODUCTION

The Towns of Lincoln and Woodstock have formed an intergovernmental agreement to run a joint facility to dispose of the solid waste generated by the two Towns. In 1974 Lincoln and Woodstock formed a joint study committee to investigate the Towns' solid waste disposal options. After an intensive study, the two Towns appropriated funds at their respective Town Meetings to purchase a Kelly 1280 incinerator unit and build a facility off Route 112 in Lincoln. The Towns additionally voted to recycle glass and cardboard. Aluminum cans were not recycled due to overwhelming public resistance.

In 1981 the two Towns formalized the solid waste district by signing an intergovernmental agreement concerning the ownership and management of the facility that had already opened in 1979. This agreement was approved by the Office of the Attorney General. A copy of the agreement also has been placed on file with the Secretary of State.

The intergovernmental agreement states that the Cooperative is to be run by a board consisting of the Selectmen of the two Towns. The land and buildings are owned jointly by the two Towns on a 50/50 basis. Lincoln deeded a one-half interest in the land to the Town of Woodstock. Operating expenses are shared according to the proportional use by the two Towns. Since inception, the formula has been 30% Woodstock and 70% Lincoln. The formula is being revised due to shifts in usage to 40% Woodstock and 60% Lincoln for 1990 and to 45% Woodstock and 55% Lincoln from 1991 on. A larger percent of Lincoln businesses are large businesses which contract with Sanco for services, thus an increasing percentage of the facility is being utilized by Woodstock businesses.

The intergovernmental agreement does not call for the establishment of a capital reserve fund by the Cooperative or by either Town. The agreement states that "The towns shall follow their customary budget process in funding the joint project". In the past the Towns have appropriated funds at their respective Town Meetings for any significant capital expenses related to the solid waste facility.

In addition to the Cooperative agreement for solid waste there is also one for the school system. These are the only formal cooperative agreements between the two Towns. Woodstock does participate in several other programs with Lincoln, however, they are on a user fee system. The Kancamagus Recreation Area and the Communications Center are owned and run by the Town of Lincoln. Woodstock participates in these two departments, however, they pay the Town of Lincoln a fee based on usage. A non-profit corporation was set up by the two Towns to run an ambulance service for the valley. This ambulance service is not self supporting and its funding is subsidized by both Towns. The two Towns have just entered into an agreement with the District Court System to run a Juvenile Diversion Program. This Program assigns juvenile offenders community service work to be performed for the Towns.

There are a total of 2607 permanent residents of Lincoln and Woodstock (1988 - Office of State Planning). 1443 of these people live in Lincoln and 1164 live in Woodstock. The primary business in the two Towns are related to the tourism industry. Lincoln and Woodstock primarily serve a summer and winter tourist clientele. However, as the Towns continue to grow, the area is evolving into a four season resort community.

TRANSPORTATION NETWORK

The primary transportation networks within Lincoln and Woodstock consist of Interstate 93, Route 3, Route 112, and Route 175. I-93, Rt.3, and Rt.175 run the entire length of the Town of Woodstock north and south, with Rt. 112 being the primary road east to west. Woodstock has few Town roads as access is provided chiefly via the State and Interstate systems. Lincoln is served by the same primary systems as Woodstock with the exception of Rt. 175. Lincoln does have a greater number of Town roads servicing neighborhoods and developments. Lincoln and Woodstock's policy is to not accept development roads as Town roads, however all roads must be built to each Town's own standards.

Access to the solid waste facility is via a dead end road directly off Rt. 112 near the I-93 exit 32. This dead end road provides access to the incinerator and Lincoln's treatment plant only, thus it experiences little traffic other than the public bringing their trash to the incinerator and disposal sites.

Even during peak traffic times which occur on Columbus Day Weekend, Labor Day, other major holidays, and in the mornings and evenings during the ski season access to the facility is usually not delayed. There are traffic lights a short distance away in either direction which help to regulate traffic flows. The access road itself is a paved two way road crossing the railroad tracks, then left to the facility circling the building to easily access all sites open to the public. The railroad tracks are virtually unused. A gate is closed during the hours that the facility is not open to the public. This minimizes vandalism and litter in undesignated areas.

LOCAL GEOGRAPHY

Lincoln and Woodstock are in the Pemigewasset River valley located just south of Franconia Notch. The Lincoln/Woodstock area can be described as scenic in nature with the Town centers nestled within areas of the White Mountain National Forest. 84% of Woodstock and 94% of Lincoln are U.S. National Forest lands. Additionally, parts of both Towns are floodplain, wetlands and steep slopes that are unbuildable.

Approximately 75% of all developable land in the two Towns has already been developed. Any future development will occur on the few parcels of land which are undeveloped or will consist of the redevelopment of previously disturbed land. The present transportation networks are adequate to serve the areas future growth as the rebuilt and expanded Interstate 93 runs along the boarder between the two Towns.

The Main and East Branches of the Pemigewasset River, run through Lincoln and Woodstock. Additionally, the Moosilauke Brook (Lost River) meet the two branches of the Pemi south of North Woodstock Village. These rivers make up the headwaters of the Pemigewasset River and are located in national forest land within the two Towns.

ECONOMIC BASE

The economic base of Lincoln and Woodstock is predominantly summer tourism and the ski industry, with the summer season being the busier. This cycle creates seasonal fluctuations in the waste stream, resulting in the need for a facility of greater capacity than annualized waste generation statistics would indicate. Seven tourist attractions and one of the largest ski areas in the state are located within the Lincoln/Woodstock boundaries. Each year approximately two million visitors in the summer, and a half million skiers in the winter, vacation in the Lincoln/Woodstock area. Loon Mountain's skier capacity is 6,000 per day presently, with a projected capacity of 13,600 by the year 2015-2020 if the South Mountain expansion project is approved. There are approximately 14,000 beds that are occupied on a seasonal basis within condominiums, motels and resorts. At least 1,000 campsites exist within the two Towns, either in the White Mountain National Forest or in privately owned campgrounds.

The other major industry in Lincoln is light manufacturing which consists of one large business, The Burndy Corporation. The Burndy Corporation is a manufacturer of electrical connectors. Burndy Corporation employs 160 people, most of whom are residents of Lincoln and Woodstock. In Woodstock the only major industrial company is O.D. Silk Screen Co., which manufactures silkscreened and embroidered sportswear. O.D. employs 60 people.

The other major industry within both Towns is tourist and service related businesses. These include resort hotels, tourist attractions, motels, restaurants, service companies, and retail shops. In Lincoln the largest of these other employers are The Mountain Club, The Beacon Motel, The Indian Head Motel Resort, Clark's Trading Post, The Flume, The Tavern at the Mill, and The Millfront Marketplace. These are just a few of the more than a hundred of these type of businesses located in the Town of Lincoln. In Woodstock the other large businesses in the Town are The Woodstock Inn, The Jack O'Lantern Resort, Lost River, Truants Tavern, and the Chalet Restaurant. In Woodstock there are about fifty of these businesses which service the tourist industry.

It appears that in the near future there will be little growth in the area due to the slowdown in the regional and national economy. In Lincoln this year, there are only a handful of new condominiums under construction and virtually no new units are being built in Woodstock. Summer tourism is following this past winters trend and is off significantly from previous years. People who are visiting the area are staying for shorter periods and there is a significant rise in the number of day trippers. This trend is expected to continue for several years, until the regional economy improves.

One positive sign for the Lincoln/Woodstock area is the expansion of several national retail stores into the area. These stores moved into a new retail center this summer and their sales are exceeding projections. This may be a beginning of a trend for the Lincoln/Woodstock area. The valley may become an alternative site for people to go shopping at, than Conway. As people spend less time on vacation they want a more enjoyable experience. People will find that this area offers a similar experience without the traffic, pollution, and congestion of places like Conway.

The unemployment rate for the Littleton job market area, which includes the Lincoln/Woodstock area, is 3.6% according to the most recent statistics. However, the Lincoln/Woodstock area often experiences an unemployment rate of virtually zero as the demand for employees sometimes exceeds the supply during peak tourist seasons. Businesses in Lincoln and Woodstock attract employees from as far away as Littleton, Warren, Haverhill, Plymouth, and even St. Johnsbury, Vt. The number of employers, employees, and gross wages climbed dramatically during the period 1980-1987. For the Town of Lincoln alone the number of employers rose from 44 in 1980 to 99 in 1987, and employees from 757 to 1547. Annual gross wages were \$6,397,545. in 1980 and climbed to \$21,880,415 in 1987. Average wages were \$162.52 per week in 1980, and rose to \$270.25 per week in 1987.

In spite of the rapid growth in the tax base and employment the permanent population has remained relatively stable, within the 1300 - 1400 range for Lincoln, 1000 - 1100 for Woodstock. The low numbers of permanent residents within the two towns does not justify curbside pick up by the towns, so not only do the residents have to bring their own trash to the incinerator but also all businesses. This requirement coupled with the districts regulation that glass and various special wastes be removed from the waste stream cause many businesses contract with American Waste Co. Inc to haul their refuse to the Sanco facility in Bethlehem. More than 50% of the businesses, primarily the larger seasonally oriented businesses, and those who generate large volumes of trash do not use the Cooperatives facility.

CHAPTER 2

WASTE STREAM ANALYSIS

CURRENT SOLID WASTE QUANTITIES

Information provided by American Waste Co. shows that an estimated 3000 tons of municipal solid waste per year on average is collected in dumpsters within Lincoln and Woodstock. This is a significant amount of waste when compared to the 2800 tons per year that enter our facility. The Towns' requirement that glass must be separated has contributed a good deal to this trend. Most of the larger businesses find it inconvenient and cost prohibitive to hire some one to separate their trash as well as experience low compliance to the Towns' regulations.

Even if the facility did receive all the trash generated within the Towns' boundaries, 5800 tons per year, the present facility with a capacity of handling 12,000 tons per year would only be operating at 50% capacity. With further requirements to recycle even more items, such as aluminum and tin, this waste stream could be reduced to extend the life of our present facility. A goal to reduce the waste stream that is incinerated presently by 50% would enable the Towns to meet the solid waste needs for the next twenty years assuming a modest rate for any future growth.

The Lincoln - Woodstock incinerator facility burns a total of 2500 tons per year and 300 tons per year of non-burnable material is also handled at the facility. In addition approximately 3000 tons per year is hauled to Sanco in Bethlehem. A good deal of the construction and demolition debris is deposited in roll off containers to be brought to the Sanco facility. The predominance of the residential debris is brought to the Lincoln/Woodstock facility, with the greater portion of the commercial trash never entering our facility but being transported to Sanco by American Waste.

The total amount of solid waste produced by weight within the District is actually around 5800 tons per year. Using the method for estimating actual tonnages as outlined on page 3-11 of your Guidance Document we obtain a different figure. The estimation procedure gives us a figure of 3745 tons per year. This number is derived as follows:

(a) 1987 OSP Population Estimates

Lincoln's Population - 1374
Woodstock's Population - 1041
TOTAL - $2415 \times 6.0 = 14,490 \text{ lbs/day}$
 $\times \underline{365}$
 $5,288,850 \text{ lbs/year}$

(b) 1987 Manufacturing Employment

Lincoln's Employment - 160
Woodstock's Employment - 60
TOTAL $220 \times 6.0 = 1,320 \text{ lbs/day}$
 $\times \underline{260}$
 $343,200 \text{ lbs/year}$

(c) 1987 Commercial Employment

Lincoln's Employment - 1397
Woodstock's Employment - 390
TOTAL $1787 \times 4.0 = 7148 \text{ lbs/day}$
 $\times \underline{260}$
 $1,858,480 \text{ lbs/year}$

GRAND TOTAL = $\frac{7,490,530 \text{ lbs/year}}{2,000} = 3,745.26 \text{ Tons/year}$

As Stated in the second paragraph on page 3-13 the data in the above calculations is not "for a small community with a minor commercial base and a significant increase in summer or other seasonal population". However the local regional planning commission or our local town offices do not have any better information than that provided above. The figures are some of the most recent available and are fairly accurate. The non-manufacturing commercial employment figure is a recently released figure for 1988 provided by the U.S. Department of Employment Security.

The following table estimates the composition of the Municipal solid waste for the District. The composition estimates are based on total of 5800 tons of municipal solid waste generated within the district per year.

Municipal solid waste composition*

<u>Composition</u>	<u>Percent of waste Stream</u>	<u>Estimated Quantity in Tons</u>
Paper	41	2378
Glass	8	464
Metal	9	522
Plastic	7	406
Food Waste	8	464
Yard Waste	18	1044
Miscellaneous	9	522
<hr/>		
Total	100	5800

*Guidance Document Table 3.1 Page 3-4

It can be estimated that the amount of solid waste generated by the two Towns will continue to grow at the same rate as the Towns' rate of growth. Recently the rate of growth has slowed considerably. The Towns are projected to grow at a slower but steady rate in the years to come. The following table reflects the population projections for Lincoln and Woodstock for the next twenty years. These are OSP projections.

Population Projections

	<u>Pop. 1980</u>	<u>OSP 1985</u>	<u>Est. 1990</u>	<u>Est. 1995</u>	<u>Est. 2000</u>	<u>Est.Est. 2005</u>	<u>2010</u>
Lincoln	1313	1168	1305	1338	1379	1420	1496
Woodstock	1008	978	1068	1104	1143	1182	1232
<hr/>							
Total	2321	2146	2373	2432	2522	2602	2728

We will use the OSP 1990 Population figures as the base number for calculating our generation rates. The Total amount of municipal solid waste for the district is 5800 tons per year.

Generation Rate

$$\begin{array}{r} 5,800 \text{ tons/yr.} \\ \times \underline{2,000} \\ 11,600,000 \text{ lbs}/2,373 = 4888.32 \text{ lbs/person/year} \\ 4888.32/365 = 13.39 \text{ lbs/person/day} \end{array}$$

Although the two Towns will grow, with an effective recycling program the amount of trash either burned at the incinerator or hauled out of town can be projected to remain the same or even decrease. However, the amount of trash generated by each individual person may grow unless efforts for source reduction are successful. Regardless, generation rates will probably increase. Multiplying the present generation rate by a growth rate of .4% per year and every five years adjusting rates to population projections we can estimate future municipal solid waste quantities as follows:

Future Quantities

	<u>1990</u>	<u>1995</u>	<u>2000</u>	<u>2005</u>	<u>2010</u>
Generation Rate	13.39	13.66	13.93	14.21	14.49
Total MSW (Tons/Yr)	5800	6063	6414	6748	7217

These future projections of municipal solid waste quantities further indicate that the cooperative has the capability and the capacity to handle the solid waste needs of the entire district for at least the next 20 years.

RECYCLED QUANTITIES

At the present time, Lincoln and Woodstock still do not recycle any significant quantities of solid waste. However, the two Towns have recognized the importance of recycling, and created a committee which formulated a recycling plan for which there was great public support. An application was then submitted to the Governors Recycling Grant Program to help in the funding of the recycling program, but the grant application was denied. The decision was appealed on several grounds however, the application was still not funded. Consequently the Cooperative still does not have a comprehensive recycling program in place.

Only three types of solid waste, which are presently required to be removed from the waste stream, are recycled by the Cooperative. These materials are scrap metal, waste oil, and yard waste.

This winter a waste oil heater was purchased by the District and will be used to heat the new building housing the burner's wet ash system. The heater was installed this spring and waste oil is now being accepted at the facility. The facility receives approximately five gallons of oil per week. The amount of oil collected is slowly increasing as more people become aware that the facility accepts waste oil.

This spring the facility has started a compost pile. All leaves and yard clippings are dumped into a compost pile. When brush and larger branches are brought to the facility they are placed into a separate pile. This pile is then chipped by the facilities personnel using a recently purchased Eager Beaver Chipper. Since the spring the facility has received, on the average, about a couple of yards of yard waste a week. This amount is continuing to grow as more people are becoming aware that the facility is composting yard waste.

Negotiations are currently in progress with several of the area business for donations of money, materials, and labor to help in the funding of the proposed recycling program. As the State did not provide funds to the Cooperative to start a program the Incinerator Board had to look for private donations to help fund the start up of the program. It is only with the help of the private sector that the Lincoln/Woodstock area will have a recycling program. The program, which is outlined in detail in Chapter 4, will recycle glass, aluminum and tin cans. These are the high priority items which can be recycled to reduce incinerator residue volume.

Projected quantities of the materials which are presently or will be recycled at the Cooperative's facility are in the following chart. The recovery rate of 80% for most materials is based on the current compliance rate for the separation of glass which is now required. This table is based only on the 2800 tons of solid waste handled by our facility. The 3000 tons which bypasses the facility is not included in this chart as none of that material is recycled.

Procedure for Estimating Quantities of Recycled Materials*

<u>Material</u>	<u>Est % of Waste Stream</u>	<u>Total Tonnage</u>	<u>Est. Recovery Rate</u>	<u>Tons/Year Wastestream Recovered</u>
Glass	8	224	80%	179.2
Aluminum Cans	1	28	80%	22.4
Bimetal/Ferrous Cans	1	28	50%	14
Scrap Metal	6	168	80%	134
TOTALS	16	448	72.5	350

PERCENT OF WASTESTREAM RECYCLED = 12.5

* Guidance Document. Table 5.5 Pg. 5-14

SPECIAL WASTE TYPES

Presently several other items are handled by the solid waste facility in manners other than burning. It is expected that the following methods for handling these special wastes will continue in the future. However, If in the future private firms which presently accept those special waste types which are not handled by the facility, specifically tires and wet cell batteries, can no longer take them the Cooperative is prepared to accept them at the incinerator facility. These items would than be stored at this facility until properly disposed of.

Wet Cell Batteries - Batteries are not accepted by the incinerator facility. Those people that bring old batteries to the site are asked to bring them to any one of the local gas stations.

Waste Oil - In the past people who have brought waste oil to the facility have been asked to bring it to one of the local gas stations. However, the facility has now purchased a waste oil furnace which shall be used to heat the building where the new wet ash quenching equipment is located. This unit is now operational and waste oil is being accepted at the facility.

Tires - Tires are also not accepted by the facility. People with tires to dispose of are asked to return them to one of three garages- Wilson's Mobil, Arnold's BP, or Stan's Tire Barn- where they will be accepted for a small fee. All of these tires are disposed outside the district or the state. There are no known tire piles within the district.

Construction and Demolition Debris - These materials, unless brought to the facility by a homeowner, are not accepted. Debris generated by commercial operations are required to have a dumpster on site and have their trash landfilled in Bethlehem. Construction debris, brought to the facility by residents, are separated into burnable and non-burnable waste. Sheetrock, tar paper and other non-wood construction materials are removed from the waste stream and placed into a roll off container which is hauled to the Sanco facility in Bethlehem. Clean building material is either burned on site or chipped in the facility's chipper.

Yard Waste - The facility owns an Eager Beaver Chipper. Brush, branches and other wood and tree waste is chipped on site and composted. Leaves, yard clippings, and garden waste are also composted at the facility.

Incinerator Residue - The facility has purchased and installed an ash quenching system. Now that this system is on line, a licensed hauler can legally remove the ash from the

facility. Negotiations have recently been completed with Sanco Inc. to landfill the incinerator residue at their specially designated mono-cell at their landfill in Bethlehem.

Some minor problems were encountered in drawing up the legal contract which both parties would be satisfied with, however these have been worked out. Copies of the Agreement for the Supply and Acceptance of Solid Waste and the Hauling Agreement are included in the appendix.

The incinerator currently produces about 3 yards per day of ash.

Metal Waste - Metal wastes which are brought to the facility are removed from the waste stream prior to incineration. They are then sorted into six types of waste:

- Automotive Exhaust Systems
- Wire and Metal Fencing
- Heavy Steel
- Cast Iron
- Barrels and Gas Tanks
- White Goods
- Copper and Brass

Once a year these metals are picked up by a metal recycling company. The District now uses R.B Johnson enterprises located in Weare, N.H. They come to the facility with a portable crusher and baler and remove all the items from the premises. The metal is then transported to markets, depending on prices, in either Boston, Portsmouth, or Canada.

Stumps - Presently stumps are not accepted at the facility. When they cannot be disposed of on site by the contractor, they are brought by appointment to a site in Woodstock owned by that Town. Few are presently received due to the slow down in growth and the trend of developers disposing of their own stumps on site. Prior arrangements must be made to dispose of clean stumps at the site. A gate is closed and locked at all other times to avoid improper materials from being deposited there.

Household Hazardous Waste - The recycling committee formed recently has been charged with the responsibility of evaluating different options for the recycling and/or removal of household hazardous waste from the waste stream. A strong possibility is that the Lincoln/Woodstock area will become involved in a larger regional effort to manage household hazardous waste disposal. The cost to the district to run a collection day for the two Towns is prohibitive. In the future the Cooperative would be receptive to participating in a program with other Towns for a hazardous waste collection day if the cost could be significantly reduced.

Special Industrial Waste - Only two businesses within the Cooperative produce any special industrial wastes. The Burndy Corporation is located in Lincoln and the O.D. Silk Screen Company is in Woodstock.

The Burndy Corporation produces several special industrial wastes as a result of their metal finishing and electro-plating operations.

Metal Hydroxide sludge is produced from the waste treatment process of the by products of the plating operation. This waste has been given a delisted status by the N.H. Dept. of Environmental Services. This sludge is then dumped on land leased to Burndy by the Town of Lincoln. This off site disposal site is also approved by the state and monitoring wells must test within State of N.H. guidelines. Only about 20 cubic feet of material per week is disposed of at the site. There has been estimated to be at least 15 or 16 years left on this site.

Several other hazardous or toxic materials are produced at Burndy. These are:

- Lead precipitate
- Acid Salts
- Cyanide Salts
- Electro Cleaner Waste
- Acid Tin Salts
- Waste Oil
- General Acid Salt

These materials are manifested off site by Total Waste Management of Newington, N.H.. They deliver these wastes to Environmental Waste Resources Inc. of Waterbury Connecticut.

Tri-chloro ethylene is also produced at the plant This is manifested off site by North East Solvents of Lawrence, MA. It is transported to government approved disposal sites in New Jersey and upstate New York.

O.D. Silk Screen produces an ink residue during their silk-screening process. This residue in the form of sludge is collected and transported by the Safety Clean Co. of Berry Vermont. Safety Clean brings the sludge to their facility in Barre, where it is recycled into usable products.

CHAPTER 3

EXISTING PRACTICES AND FACILITIES

Incinerator Facility

The Towns of Lincoln and Woodstock entered into an agreement in November of 1981 forming the Lincoln - Woodstock Cooperative. This cooperative runs the Lincoln - Woodstock Solid Waste Facility. The facility consists of an incinerator building containing two burners, a recycling area, an area to stockpile the non-combustibles, and a temporary ash pit. The facility is located behind the Mc Donald's in Lincoln and was built in 1979.

The facility originally contained only one burner, a Kelly 1280 incineration unit. This unit was designed to burn 1200 pounds of waste per hour over a nine-hour day. To facilitate proper operation the equipment needs time after operation to burn down. The capacity of the original burner therefore is about five tons per day. Because of the capacity limit of the first burner and the regions rapid growth at the time it was decided in 1986 that the facility should be expanded. The Cooperative then purchased another incineration unit.

The new unit is a Basic 1500 and became operational in December of 1988. The units capacity is 10,300 tons per year and can be operated twenty four hours a day.

It is predicted that the expanded facility should be able to handle the regions needs for at least the next twenty years. At that time the life of the original burner will be exhausted and will have to be replaced or another suitable method of disposal put in place. The amount of waste generated by Lincoln and Woodstock should not exceed the capacity of the plant under normal growth conditions and, with the successful implementation of a recycling program, expansion would not be needed even during another development boom.

Except for the addition of an recycling program it is expected that the facility will continue to be operated in the same manner as it is today. Other special wastes which are presently accepted at the facility including tires, metal, and demolition materials will continue to be accepted. The method of processing and disposal of these special waste types are previously described in chapter two.

The Consumat Sanco facility in Bethlehem is the only disposal facility which receives municipal solid waste from the District. The majority of the waste which is brought to the Sanco

facility, by the Cooperative, is that which is deposited into the roll off container at the facility. This container is filled primarily with glass and non-burnable construction material.

Stump Dump

The Town of Woodstock owns and operates a stump dump located off Route 175 adjacent to their sewer treatment plant. The site has been in operation since the Cooperative was formed in 1979. The stump dump only accepts stumps which can not be disposed of on site by the contractor. Only residents and businesses located in Lincoln and Woodstock can bring stumps to this facility. The facility is gated and locked at all times and stumps can only be brought in by appointment. The facility is seldom used now that on site disposal of stumps is allowed by the State. Contractor's now find it more convenient and cost effective to dispose of the stumps at the construction site. Although this site is only a few acres in size it is expected, based on past and present use, that the dump will last at least another 20 years.

There is not, nor are there any anticipated groundwater contamination or emission problems with any of the solid waste facilities located within the district.

Aside from the special waste types only the sancos facility in Bethlehem receives any waste from the District. The only private dumpsters or haulers within the District are provided by American Waste and they only accept non "Special Waste". The special wastes are hauled by other carriers to sites outside the district. These special wastes produced by local businesses were previously discussed in this chapter.

CHAPTER 4

RECYCLING

Current Practices

Currently there is not an active recycling program in the district. Only three materials which are removed from the waste stream are recycled. These are scrap metal, waste oil, and yard waste. Glass is also removed from the waste stream, however this is done so that slag does not build up in the incineration units. The glass is not separated by type and therefore, can not be recycled. It is currently brought to the Sanco facility in Bethlehem where it is landfilled.

As previously mentioned in this report the facility has recently installed a waste oil burner to recycle waste oil and purchased a Eager Beaver Chipper to recycle yard waste. Scrap metal is sorted into piles and then is sold to R.B. Johnson Enterprises, who comes to the facility and removes the metal. These are currently the only materials recycled by the facility.

The facility also owns a Maren upright bailer. This unit will bail cardboard and newspaper as well as other recyclables. Presently the unit is not being used for several reasons. The bailer is located in the area where trucks dumping a load of waste at the facility must use. This double use of the space does not allow for the collection of a significant amount of recyclable material to justify using the bailer. Secondly, there is not any indoor storage for any recycled materials. Paper and cardboard would have to be stored outside which is not feasible. When the Cooperative builds a building to operate a larger recycling center the bailer will be moved and then used.

Proposed Recycling Program

A recycling committee was formed and held its first meeting on December 19, 1989. Over the next few months the committee devised recycling program for the district which could have been operational by the summer of 1990. The implementation of the program was dependent upon funding by the State which was denied. The program requested funds to pay for equipment to recycle glass, aluminum cans, tin cans, and more waste oil. Funds would have also been spent for household containers and a collection bin.

The Lincoln - Woodstock Solid Waste District is proposing to start a Recycling Program. Negotiations are currently under way for funding by private businesses, to supplement funds of the Cooperative, to purchase equipment for the recycling program. The program would apply to all of the residents and businesses in both Towns who bring their trash to the Solid Waste Facility.

The recyclable materials would be separated from the waste stream by the user who would then deposit them in the designated areas. Neither Town has curbside pick ups. All residents and businesses must bring their own refuse to the Facility.

The following outline explains how each material to be recycled would be handled at the Facility:

GLASS - Glass would be placed in a collection bin located outside the Building. When full the bin would be emptied by the Incinerator Operator into the bucket of a small loader. The loader would then be driven into the Incinerator Building where the glass crusher is located. The glass would be run through the crusher and then a trommel to sift out the caps and labels. After processing the crushed glass would be moved outside to where it would be stored.

The crushed glass would be used for drainage material, bedding for pipes, and for fill. The Town of Lincoln is committed to using the crushed glass in several construction projects to be conducted by the Public Works Department. The Town of New London is presently reusing its crushed glass and is very satisfied with the quality of the material which their crusher produces. The District is planning to purchase a similar machine manufactured by the same company. The avoided costs to the District would be considerable as, depending on the time of year, the District pays between one to two thousand dollars a month to have the roll-off hauled away and the glass landfilled.

The District feels that this is the best method for it to recycle glass. To separate it by colors and store it

until enough glass, of each color, was available to make a full load would take approximately eight to ten months or more. This long time between pick ups would extend the possibility for contamination of the load. Because of the long distance to a glass market, for it to be economical, the glass would still have to be crushed requiring the purchase of the crusher. All rejected loads would cost the Town extra money for trucking and land-filling. For these reasons, the use of a clean cullet material for construction work was selected.

ALUMINUM AND TIN CANS - The separation of aluminum and tin cans would be new to the residents of Lincoln and Woodstock. To ease the hassle of separation of materials, the collection bin for aluminum would be in the same structure as the glass. The operation would be similar for the cans, with the cans placed in a small collection trailer. The trailer would also be used for mobile pick ups of cans for the school or other groups which may collect large quantity of cans. The collection of aluminum cans would be mandatory and well publicized. The recycling of tin cans would be voluntary at this time. The trailer is of the same type manufactured for the Manchester Recycling Company, however we would purchase the ten foot long trailer and not the larger twenty foot long trailer. The use of magnetic separators at the market will allow us to co-mingle our product and obtain full value for it.

WASTE OIL - A waste oil heater has been purchased by the District and will be used to heat the building housing the burners wet ash system. It is now installed. The heater was installed with a feeder tank, however it is not expected to be able to handle the anticipated quantity of oil which will be brought to the Facility. The Cooperative is planning to purchase an oil storage tank which would hold two hundred and seventy five gallons. This, with the capacity of the feeder tank, should be adequate for our present start-up needs.

HOUSEHOLD RECYCLING CONTAINERS - The District plans to purchase one thousand household recycling containers. These containers will be distributed to every household within both Towns. Studies have shown that communities which provide containers for recyclables have a significantly higher compliance rate with their program. The containers which we will purchase are manufactured here in New Hampshire and are being used by several other New Hampshire communities.

COLLECTION BIN - A collection bin will be constructed. It will have two sections, one for glass and the other for cans. Each side is capable of storing enough material to fill the

bucket loader which will be used to empty the bin. The bin will have three sides and a roof on it to keep snow out of the bin in the winter. The bin will also be free standing, so it will be able to be moved about if it becomes necessary to relocate our collection area for an expanded program.

CHAPTER 5

ALTERNATIVES

The Lincoln - Woodstock Solid Waste Cooperative has considered its alternatives with respect to the disposal of its waste. Landfilling within the boundaries of Lincoln and Woodstock has been dismissed as a feasible option. There are no suitable sites available that have not been dedicated to other uses, are private property outside the national forest, are not wetlands, flood-plain or steep slopes. Before making the decision to install an incinerator in 1974, the study committee did an extensive study of land uses. The only suitable site identified was on national forest lands. The Towns applied to the National Forest Service for permission to utilize that site. The application was denied.

Consequently, the best options available to the Towns are as follows: to expand the present facility continuing to landfill ash and non-burnables outside Lincoln - Woodstock with greater emphasis on recycling, become a transfer station only transporting all materials to locations outside the towns, and develop a combination transfer station/recycling center.

Included within this Chapter are the cost analyses for these options. Option 1 clearly is the most cost effective option. Through source reduction, the life of the present equipment will easily meet the Towns' needs through the year 2010, requiring only basic maintenance and scheduled replacement of parts. Markets are developing for most recyclable items which ultimately will provide income to off-set facility operating costs. Through incineration, the Town substantially reduces the quantities to be landfill, as well as enables the Towns to be less dependent on negotiating favorable terms with landfill sites and haulers. The Towns are in a better position to control its solid waste disposal costs.

Option 2 would be the next best choice for the Towns if, for any reason, incineration was not possible. The facility would be converted to a transfer station, marketing as many items as possible to reduce tipping and transportation costs, as well as to afford the facility its maximum income potential to off-set costs. This is less cost effective than Option 1 as the cost summaries demonstrate. In addition, the Towns become more reliant on decisions made by others (tipping and hauling fees).

Option 3 is included as the only other possibility identified by the committee. Obviously, it is less desirable for the Towns as it does not encourage recycling, is more costly, and forces the Cooperative to become even more dependent on factors outside its control.

Based on its comparative cost summary, the Cooperative intends to follow Option 1 for the foreseeable future, continuing to strive to improve and expand its recycling efforts.

COMPARATIVE COST SUMMARY OF SOLID WASTE DISPOSAL FACILITIES

OPTION 1: PRESENT FACILITY

INCINERATION/RECYCLING/LANDFILLING AT SANCO

	<u>1990</u>	<u>1995</u>	<u>2000</u>	<u>2050</u>	<u>2010</u>
ANNUAL TONNAGE	5800	6063	6414	6748	7217
<u>ANNUAL COSTS</u>					
WAGES	64160	78060	94972	115548	140582
MATERIALS/SUPPLIES	6200	7543	9177	11162	13580
CONTRACTED SERVICES	48800	59372	72235	87884	106924
ASH DISPOSAL	31900	38811	47219	57449	69895
UTILITIES	12475	15178	18466	22467	27334
DUES/CONF./MISC.	500	600	725	875	1050
EQUIPMENT	1500	10000	10000	20000	10000
RECYCLING	20000	20000	10000	10000	10000
FUEL (INCINERATOR)	49350	60041	73049	88875	108130
REPAIRS	5000	6083	7401	9004	10954
CONTINGENCY	5000	6083	7401	9004	10954
DEPT SERVICE	50000	50000	1500	0	0
CAPITAL RESERVE	25000	30000	37000	45000	55000
GRAND TOTALS	319885	381771	392645	477268	564403
ANNUAL REVENUES	34800	44260	56956	72878	94831
NET ANNUAL COST	285085	337511	335689	404390	469572
NET COST/TON	49	56	52	60	65

COMPARATIVE COST SUMMARY OF SOLID WASTE DISPOSAL FACILITIES

OPTION 2: TRANSFER STATION / RECYCLING

	<u>1990</u>	<u>1995</u>	<u>2000</u>	<u>2005</u>	<u>2010</u>
ANNUAL TONNAGE	5800	6063	6414	6748	7217
<u>ANNUAL COSTS</u>					
WAGES	24012	29214	35543	43243	52612
MATERIALS/SUPPLIES	1000	1200	1460	1775	2150
TIPPING FEES	255200	310506	377778	459625	555743
TRANSPORTATION	69636	88678	114317	145757	189704
UTILITIES	2000	2433	2960	3600	4380
DUES/CONF./MISC.	500	600	725	875	1050
EQUIPMENT	1500	10000	5000	10000	5000
RECYCLING PROGRAM	20000	20000	10000	10000	10000
CONTINGENCY	1000	1200	1460	1775	2150
DEBT SERVICE	50000	50000	15000	0	0

GRAND TOTALS	424848	513836	564243	676650	822789
ANNUAL REVENUES	34800	44260	56956	72878	94831
NET ANNUAL COST	390048	469576	507287	603772	727958
NET COST/TON	67	71	79	89	101

COMPARATIVE COST SUMMARY OF SOLID WASTE DISPOSAL FACILITY

OPTION 3: TRANSFER STATION SOLELY

	<u>1990</u>	<u>1995</u>	<u>2000</u>	<u>2005</u>	<u>2010</u>
ANNUAL TONNAGE	5800	6063	6414	6748	7217
<u>ANNUAL COSTS</u>					
WAGES	24012	29214	35543	43243	52612
MATERIALS/SUPPLIES	1000	1200	1460	1775	2150
UTILITIES	2000	2433	2960	3600	4380
DUES/CONF./MISC.	500	600	725	875	1050
EQUIPMENT	1500	10000	5000	10000	5000
CONTINGENCY	1000	1200	1460	1775	2150
TIPPING FEES	319000	388133	472223	574532	694679
TRANSPORTATION	87045	110848	142896	182196	239130
DEBT SERVICE	50000	50000	15000	0	0
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GRAND TOTALS	486057	613628	677267	827996	1001151
ANNUAL REVENUES	0	0	0	0	0
NET ANNUAL COST	486057	613628	677267	827996	1001151
NET COST/TON	84	101	106	123	139

The comparative cost summary of solid waste disposal facility for option 4 landfilling is not feasible for the district. Landfilling is not feasible because there is not any land available or suitable for such use within either Town. The high cost of land within the Towns would prohibit their use as a landfill.

The assumptions used in the cost analysis tables are as follows:

ANNUAL TONNAGE: derived using methodology outlined in Section 3 of the Guidance Document.

WAGES: Based on actual 1990 salaries plus 4% per year inflation rate. Option 1 includes present staffing of 3 employees.
Option 2 & 3 assume only 1 employee.

MATERIALS & SUPPLIES: Option 1 based on actual 1990 costs plus 4% inflation per year. Option 2 & 3 estimate \$1,000 cost for 1990 plus 4% inflation per year.

CONTRACTED SERVICES: Option 1, 2, & 3 are based on current costs for landfilling at sancos items not recycled or incinerated plus 4% inflation per year. Current cost is \$ 55.00 per ton.

ASH DISPOSAL: All options are based on the same costs as contracted services. Quantity of ash is based on the ash residue being 10% of the annual solid waste generated.

TIPPING FEES: Option 2 assumed 20% of annual tonnage recycled and 80% landfilled at sancos. Costs of landfilling based on current price of \$ 55.00 per ton plus 4% inflation per year. Option 3 assumed 100% of municipal solid waste landfilled at current prices plus 4% inflation per year.

TRANSPORTATION: Options 2 & 3 based on a 60 mile round trip to Sanco at a cost of \$ 3.50 a loaded mile.

UTILITIES: Option 1 based on present costs plus 4% per year. Options 2 & 3 based on current utility costs for phone, heat, and lights plus 4% inflation per year.

DUES/CONF./MISC.: All options are based on present costs plus 4% per year inflation.

EQUIPMENT: Option 1

1990	Actual budgeted cost
1995	Tractor replacement
2000	Refractory and stack repair
2005	Tractor replacement and refractory and stack repair
2010	Refractory and stack repair

EQUIPMENT:

Option 2 & 3
1990 Actual budgeted cost
1995 Tractor replacement
2000 Repair and maintenance
2005 Tractor replacement
2010 Repair and maintenance

INITIATE RECYCLING PROGRAM: Option 1 & 2

1990 Purchase trailer, glass crusher, & recycling equipment
1995 Construct recycling building
2000 Purchase additional equipment
2005 Replace equipment
2010 Replace equipment

FUEL: Based on 1990 actual costs plus 4% inflation per year.

REPAIRS: Based on 1990 actual costs plus 4% inflation per year.

CONTINGENCY: Estimated 1990 costs plus 4% inflation per year.

PRESENT DEBT SERVICE: Actual debt service incurred to purchase and install the new incinerator unit. Schedule attached.

CAPITAL RESERVE: Fund established to cover the cost of closure, replacement, and expansion plans. Current fund plus 4% for inflation.

ANNUAL REVENUE: Assumed 20% of the waste stream is recycled at an average of \$ 30.00 per ton.

Life expectancy of the incinerator unit is at least 20 years.

Life expectancy of small equipment 5 to 10 years.

CHAPTER 6

SEPTAGE AND SLUDGE

EXISTING FACILITIES

The Lincoln Sewerage Treatment Plant is a lagoon type system, thus does not generate sludge. Woodstock's plant is an activated sludge plant of .340 GPD capacity which does produce sludge that is hauled by Hamm's Septic Service from Hudson to the Gorham landfill site. The Woodstock plant has just recently been expanded to that capacity. No further expansion is anticipated at that site as it would require an additional land purchase and is presently at its maximum efficient operating capacity. All capacity at the plant is either presently used or committed to future development.

A second treatment plant is planned on Rt.3 between Woodstock and North Woodstock. This plant will primarily service Senter Cove, a 482 unit condominium development and amenities. This plant is scheduled to be built in 1990. It will be a RBC system of .230 GPD capacity. There will be some excess capacity to service approximately 60 residences in the immediate vicinity. This plant would be expandable to meet future development needs. This plant likewise generates sludge which will be disposed of at the Gorham site. The developer has made plans with a landowner in New Hampton to land spread the sludge on his fields if the Gorham solution should come to an end. Woodstock's sludge from its other plant could be transported to New Hampton also.

This second plant will not become Town property until completion of the entire development. The developer is responsible for the operation and maintenance of the plant until that time. It is estimated that it could be as much as ten years before the project is built out and the plant accepted by the Town of Woodstock.

The balance of the Town of Woodstock has private septic systems. Septage from these systems can be dumped in a manhole for the Lincoln system where it will be treated. Few haulers chose to opt for this solution as they have arrangements with facilities back where they originate from. All septage deposited in Lincoln is done so only with prior arrangements with the Lincoln Sewer Department.

Regulations Relative to Permits for Short Term Rentals

The Town of Lincoln will allow Short Term rentals but wants to ensure the safety of occupants, minimize neighborhood disruption, and maintain fairness related to paying for Town services.

A "Short-Term Rental" or "Vacation Rental" unit is defined as any individually or collectively owned single family house or dwelling unit or any unit or group of units in a condominium, cooperative, or timeshare, or owner-occupied residential home, that is offered for a fee for less than 30 consecutive days per RSA 48-A:1.

On or before January 1, 2021, all Short-Term Rental units must be registered with the Town. A registration form is available online at www.lincolnnh.org or at the Town office. Upon registration, a Short Term Rental permit shall be issued.

There is a \$50 annual fee to register Short-Term Rental units per tax parcel.

The owner of any unregistered Short-Term Rental unit will be fined as follows starting April 1, 2021:

First offense from unit owner that was not sent a notice of this ordinance by the Town: written warning

First offense from unit owner that was sent a notice of this ordinance by the Town: \$100

Second offense, after allowing 10 days for registration since first offense: \$500

Additional offenses, after allowing 10 days for registration since second offense: \$1,000 each.

The Town has the right to revoke a permit for any Short-Term Rental unit that becomes a nuisance. This action will require a minimum of three incidents within one year, validated by the Lincoln Police Department or NH State Police, where the contact person was notified of problematic occupant actions. Any unit owner found to be operating as a Short Term Rental after revocation will be fined \$1,000 per 10-day period.

If a permit is revoked, the owner may appeal the decision to the Board of Selectmen within 30 days of the date of revocation, and the Selectmen shall hold a hearing on the appeal within 45 days and either affirm the revocation or overturn the revocation. If the revocation is overturned, the Selectmen can impose conditions upon the reinstatement of the permit.

Any comments or complaints related to Short Term Rentals can be submitted online at www.lincolnnh.org or at the Town Office.

Approved by the Town of Lincoln Board of Selectmen on July 13th, 2020.



O.J. Robinson



Jayne Ludwig



Tamra Ham

