

LINCOLN BOARD OF SELECTMEN'S

**APPROVED**

MEETING MINUTES

MARCH 7, 2022 – 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:** Chairman OJ Robinson, Vice Chair, Tamra Ham and Selectman Jack Daly

**Staff Present:** Town Manager Park and Fire Chief, Ron Beard

**Excused:** Executive Assistant, Jane Leslie

**Public Present:** Debbie Celina and Jim Welsh

**Public Present via Zoom Video Conferencing:** Paul Beaudin and Ryan Fairbrother

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**I. CALL TO ORDER**

Chairman Robinson 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 February 28, 2022 as presented."**

**Motion:** Jack Daly

**Second:** Tamra Ham

**All in favor.**

**MOTION: "To approve the Non-public BOS meeting minutes of February 28, 2022 as presented."**

**Motion:** Tamra Ham

**Second:** Jack Daly

**All in favor.**

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**III. OLD/NEW BUSINESS**

**Town Manager's Report**

**NHDES Energy Improvement Grant:**

DPW Director Hadaway is looking into the timeline for the NHEC rebate (\$40k) and will identify possible projects within the next couple of weeks that make fiscal sense and are obtainable within the timeline.

**Driveway Permits:**

As follow-up to last week's discussion, the Town *does* issue driveway permits to properties on private roads (to ensure compliance for emergency vehicles, turnarounds, etc.).

**Assessing Contract Penalty:**

Carina spoke with Sam Greene from the Department of Revenue Administration (DRA) and there are *no* guidelines in respect to the amount of late penalty fees that can be assessed. Green has seen penalty fees ranging from \$50-\$300 and noted that the Town could suggest a tiered approach: 1-15 days late \$100/per day, 16-30 days \$150/per day, 30+ \$200/per day.

Selectman Ham commented that she liked this idea, however, she feels that the penalty fee(s) should be at a much higher dollar amount (1-5 days late @ \$100 per day; 6-10 days late @ \$250 per day, and 11+ days late @ \$500 per day). Chairman Robinson agreed noting that they want to be reasonable, however, they also want to convey the message that this should be avoided at all costs. There was a brief discussion about the

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many difficulties experienced this year with the lateness of the reval, and Robinson asked Carina to present this information to the Assessors to send them a message.

**Joint Lincoln & Woodstock BOS Meeting:**

Carina confirmed with the Board that there is a joint meeting scheduled with Woodstock for Tuesday, March 22<sup>nd</sup> at 5pm (Woodstock hosting). Linwood Ambulance has requested that they be put on the agenda to discuss staffing and operations.

**OLD BUSINESS:**

**Riverfront Park Project:**

Selectman Daly commented that he received a phone call asking about the test boring work that was being done at the Riverfront Park site and if any results had come in yet. Selectman Ham explained that the test results were not expected to be available until the latter part of March or early April (exploratory work expected to be completed in February 2022). This work is being conducted under the EPA Brownfield grant that the Town received. Ham added that providing all goes well in April, there will be a mitigation strategy to follow.

**NEW BUSINESS:**

**Seasonal Road Bans:**

DPW Director Hadaway will be posting road bans next week and follow-up with the specific roads that will be affected.

**Employee Resignation:**

Carina informed the Board that Water Plant Operator, Zach Vigneault has submitted a letter of resignation and his last day of work will be April 1, 2022. The Board was sad to hear this news and acknowledged what a tremendous loss this will be to the Town of Lincoln, however, the Board was also very happy that Zach is moving on to bigger and better things.

**Vachon Clukay (Auditors) Contract & Questionnaire:**

Carina presented the Board with the Auditor's Contract for Services and questionnaire to be completed. There was a brief discussion about whether or not the Board should look at other Auditing Firms, and the following motion was made:

**MOTION: "To sign the contract with Vachon Clukay for Auditing services for another year."**

**Motion: OJ Robinson**

**Second: Tamra Ham**

**All in favor.**

**Town Meeting Budget:**

Robinson shared that the total Town Budget that will be going to Town Meeting is up 7.1% (Revenues and Expenses). The Board noted that the current total inflation rate is up 6.8%, and the Selectmen feel that they are moving forward with a responsible budget that they hope will get passed.

**School Board Public Hearing at Woodstock Town Hall:**

Selectman Ham informed the Board that there will be a School Board Public Hearing tonight at Woodstock Town Hall at 6pm for two (2) petitioned warrant articles. One (1) of the warrant articles which specified a tax cap increase requires a public hearing in each of the Towns (Lincoln & Woodstock). Lincoln's public hearing will be held on Wednesday, March 9<sup>th</sup> at Linwood Elementary School prior to the regularly scheduled board meeting.

**Public Participation:**

*There was no public participation.*

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

**MOTION: “To go into Non-public session pursuant to RSA 91-A:3 (III) (c)” Personnel Update**

**Motion: OJ Robinson**

**Second: Tamra Ham**

**All in favor.**

The BOS went into Non-public session at 5:50 p.m.

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

**Motion: Tamra Ham**

**Second: Jack Daly**

**All in favor.**

The Board reconvened public session at 6:15 p.m.

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**VII. ADJOURNMENT**

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

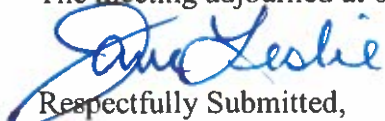
**MOTION: “To adjourn.”**

**Motion: OJ Robinson**

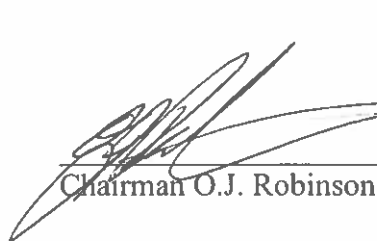
**Second: Tamra Ham**

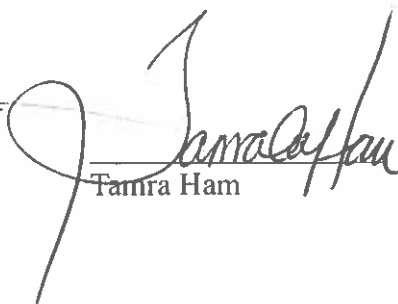
**All in favor.**

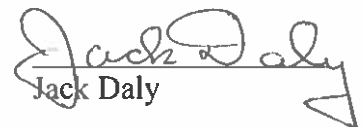
The meeting adjourned at 6:15 p.m.

  
Respectfully Submitted,  
Jane Leslie

Approval Date: March 14, 2022

  
Chairman O.J. Robinson

  
Tamra Ham

  
Jack Daly



**March 7, 2022**  
**Board of Selectmen's Meeting**  
**Please PRINT Legibly**

Debbie Celino  
(Print Name)

Jim Welsh

Debbie Celino  
(Sign Name)

Jim Welsh

